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UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1940-1941

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1940-1941

THE UNIVERSITY OF TORONTO PRESS
1940

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Bursar.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity.William James Dunlop, B.A., B.Paed.
Warden of Hart House.....John Burgon Bickersteth, M.C., M.A.
Director of University Health Service.....George Dana Porter, M.B.
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Ontario College of Education

President.....The Hon. and Rev. H. J. Cody, M.A., D.D., LL.D., D.C.L., F.R.S.C.
Dean.....J. G. Althouse, M.A., D.Paed.
Director of Department of Educational Research.....P. Sandiford, M.Sc., Ph.D.
Supervisor of Practice-Teaching.....J. O. Carlisle, M.A.
Supervisor of Women Students.....Miss Laura L. Ockley, B.A.
Secretary.....Miss Lyda Swinarton

Note:—Communications relating to standing in all Faculties and Departments and to curricula, instruction, and examination in Law, Dentistry, Pharmacy, Agriculture, Household Science, Music, Gymnastics and Drill, Commerce and Veterinary Science are to be addressed to the Registrar of the University; correspondence regarding curricula, instruction and examinations in a particular Faculty is to be sent to the Secretary of that Faculty, while inquiries with reference to College instruction and residence are to be addressed to the Registrar of the College concerned.

Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street, W., Toronto.

1940 CALENDAR 1940

JANUARY						
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1941 CALENDAR 1941

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JUNE						
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AUGUST						
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DECEMBER						
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CALENDAR, 1940-1

1940—July 2.....Summer Session opens.

Aug. 2.....Summer Session closes.

Sept. 23-28....Medical Examination.

Sept. 25.....The opening address by the President to the students of all the faculties at 4.15 p.m. in Convocation Hall.

Sept. 30.....Lectures begin.

Oct. 3.....Meeting of Council.

Nov. 7.....Meeting of Council.

Nov. 11.....Remembrance Day. Service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10.30 a.m. to 11.15 a.m.

Dec. 5.....Meeting of Council.

Dec. 20.....Last day of lectures. Term ends at 5 p.m.

1941—Jan. 6.....Winter Term begins at 9 a.m.

Jan. 9.....Meeting of Council.

Feb. 6.....Meeting of Council.

Mar. 6.....Meeting of Council.

Apr. 3.....Meeting of Council.

Apr. 11.....Easter Vacation begins.

Apr. 21.....Spring Term begins.

June 5-6.....University Commencement.

June 13.....Session closes.

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Shop Work (Grade IX) and Home Economics (Grade IX), as School Librarians, as High School Assistants and Specialists and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward accredited lists of boarding-houses on request.

COURSES

The following courses are offered:

I. Courses for Interim High School Assistants' certificates; Interim High School Specialists' certificates, including Physical Education, Music, and Art;* Interim First Class Public School certificates;† Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, General Shop Work and Vocal Music, and Interim Elementary

*The courses leading to Specialists' certificates in Physical Education, Music and Art are open only to those who qualify under section 34(c), (d), or (e).

†The courses leading to the Interim First Class Public School certificate and to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Type B certificates in Home Economics;† Interim Intermediate certificates in Art; Interim Intermediate Type A certificates in Physical Education, and Vocal Music; Interim certificates in School Librarianship;† and for standing in certain of the subjects required for the Elementary Commercial certificate.

II. Courses for the B.Paed. degree.

III. Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

SESSION

1. Enrolment will take place and the medical examination will begin Monday, September 23rd. The Autumn Term will end December 20th, at 5 p.m., and the Winter Term will begin January 6th at 9 a.m. The Spring Term will begin 21st and end June 13th.

DUTIES OF STUDENTS

2. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

APPEALS

3. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

†See footnote on p. 7.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

4. The Ontario Secondary School Teachers' Federation has founded an annual scholarship of $100 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

5. As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of School Management and Law, Science of Education, English, History or Geography, and Practice Teaching.

HART HOUSE

6. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

COURSE FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES.

CONDITIONS OF ADMISSION

7. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with his or her application.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Agriculture, Bachelor of Applied Science, or Bachelor of Household Science, from a British university, after a regular university course approved by the Minister of Education as to entrance requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2 shall be paid by applicants, shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 23rd, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 23rd to 28th.*

In the event of the rejection of an applicant in consequence of the medical examination, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(3) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(4) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

8. (*a*) (i) Except as provided in the next subsection, the tuition fee for the regular session or for the session after Christmas shall be $75 for the course for Interim High School Assistants' certificates or $10 for each subject of said course. These fees include library and examination fees.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

of the University from which they graduated are outside the Province of Ontario, the tuition fee for the regular session or for the session after Christmas shall be $150 for the course for Interim High School Assistants' certificates or $20 for each subject of said course. These fees include library and examination fees.

(iii) The student shall pay at least $50 of the required fees before proceeding with the work of the Winter term.

(*b*) The fee for the examinations in the course for High School Assistants' certificates when the examinations are taken by candidates not in attendance shall be $10 for the course or $2 for each subject of the course.

(*c*) A library deposit of $1 and an athletic fee of $3 shall be paid by all students, and a fee of $12 for membership in Hart House by all men students. All students shall be required to become members of the respective Students' Administrative Councils.

(*d*) All fees are payable to the bursar. The tuition fees and the fees for membership in Hart House and the Students' Administrative Councils shall be paid during the first month of enrolment. Examination fees shall be paid with the applications for examinations. Students who are in arrears for fees in the first term of the session shall not be admitted to lectures, laboratory classes, or examinations of their second term.

TEXT-BOOKS

9. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

PROGRAMME OF STUDIES

10. (1) The course of training for Interim High School Assistants' certificates consists of two parts as follows:

Part I: The Science of Education, School Management and Law, English, History and Civics, Geography, *and* (*a*) Latin, and one of French, German, Spanish, Greek *or* (*b*) Mathematics and Science.*

Part II: Observation and Practice-teaching.

(2) Students in attendance in the Interim High School Assistants' course may also take, if they possess the required academic qualifications, a Specialist's course, and may also take one of the following Supplementary courses:

*See Section 13(h).

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

I. Course for First Class Public School certificates.*

II. Course for Elementary Type A Physical Education certificates.

III. Course for Elementary Art certificates.

IV. Course for Elementary Type A Vocal Music certificates.

V. Course for standing in certain of the subjects required for the Elementary Commercial certificate. The completion of the course for the Elementary certificate requires at least the equivalent of one subsequent Summer Session.

VI. Course for Elementary Type A General Shop Work certificates.*

VII. Course for Elementary Type B Home Economics certificates.*

VIII. Educational Counselling. (Admission to this course is restricted to students who have had satisfactory previous training in Psychology.)

IX. Course for certificates in School Librarianship.* (For the Session 1940-1, enrolment in this course is limited to 15 students.)

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

Under the conditions defined in 34(a), students may take the course for the Intermediate certificate in Physical Education or Art or Vocal Music.

(3) *Diction and Voice Production*

At the beginning of the session a short course of lectures on Diction and Voice Production will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

11. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods

*The courses leading to the Interim First Class Public School certificate and to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) So far as the conditions permit, the programme of instruction shall be organized on the basis of intensive study of a few subjects at a time.

(3) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in the different grades or forms of the High Schools. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

12. (1) The introductory course defined in 11(3) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(2) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all forms and grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(3) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(4) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (*a*) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(*b*) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(*c*) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(*d*) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(*e*) No candidate shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(*f*) The maximum marks assigned to each subject in Part I shall be 100 In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(*g*) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

(*h*) During the present war, a male student enrolled in the High School Assistants' Course shall be exempted from the sessional and final examinations in any ONE of the subjects of Part I, provided (i) that his application for enrolment in the Canadian Officers' Training Corps, University of Toronto unit, be accepted, (ii) that he is reported by his Commanding Officer as having been regular in attendance at the C.O.T.C. instructional classes and as having made satisfactory progress in them, and (iii) that he notify the Dean of the College of Education, in writing, on or before December 15th, of the subject in which he desires to claim exemption from examinations.

CERTIFICATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I will be exempted from further attendance.

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(4) (*a*) (i) Candidates who are exempted from attendance at the Ontario College of Education, as provided in (2) above, may complete their standing for a certificate by re-writing, at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(ii) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(iii) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(*c*) (i) Candidates exempt from attendance at the Ontario College of Education under 14 (4) (*a*) (iii) and 14 (5) (*a*) shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I in June on dates to be determined by the examiners or, in part, in June and, in part, at such times during the session as are set apart for the examination of students in attendance.

(ii) Candidates exempt from attendance may take their written examinations in Part I in June at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts or in a Provisional

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

County, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held in June shall be taken at the Ontario College of Education, Toronto.

(iii) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(5) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and who have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer Course for a High School Assistant's certificate conducted by the Department of Education, and shall take the final examinations prescribed for Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) Candidates who have been duly admitted to the Summer Session for the High School Assistant's certificate, who attend throughout the session, and who successfully pass the examinations at the close of the session may be granted by the Minister a Provisional certificate to teach as a High School Assistant during the ensuing school year, and may be admitted to the final examinations for an Interim High School Assistant's certificate at the Ontario College of Education.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario

COURSE FOR INTERIM HIGH SCHOOL—*Cont.*

Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate shall be exempted from further attendance and may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent college session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination the examinations in all the prescribed subjects of Part I; (iii) candidates who fail in not more than two of the subjects of Part I may rewrite at one annual examination or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistants' Course shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

COURSES FOR HIGH SCHOOL SPECIALISTS' CERTIFICATES.

CONDITIONS OF ADMISSION

15. (1) Applicants for admission to the courses for Interim High School Specialists' certificates, or to the final examinations for said certificates, shall also be applicants for admission to the courses for Interim High School Assistants' certificates, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Specialist's certificate or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate.

(2) (*a*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who is also a candidate for admission to the course for an Interim High School Assistant's certificate, shall comply with the conditions for admission prescribed for candidates for Interim High School Assistants' certificates, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said specialist course or to the examinations for the specialist certificate.

(*b*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the specialist certificate.

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a specialist course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the specialist course or examination to which the candidate seeks admission.

COURSES FOR HIGH SCHOOL SPECIALISTS—*Cont.*

FEES

16. (*a*) When a High School Specialist Course is taken concurrently with the Course for an Interim High School Assistant's certificate, or when a High School Specialist examination is taken concurrently with the examination for an Interim High School Assistant's certificate, there shall be no additional fee. The fee for a specialist course or examination, one or both, taken apart from the course or examination for an Interim High School Assistant's certificate, shall be $5.00 per course or per examination, one or both, as the case may be.

(*b*) When the qualifying examination for admission to a specialist course or examination is taken during the same session as the specialist course or examination there is no additional fee; when it is taken in a different session the fee shall be $5.00.

COURSES

17. (1) Courses shall be offered for Interim High School Specialists' certificates in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, and Home Economics.

(2) Each specialist course shall consist of at least the equivalent of two seminar-periods per week throughout the Winter and Spring terms, and of special Observation and Practice-teaching in the specialist department in which the candidate is an applicant for a certificate.

(3) Courses shall also be offered leading (i) to Interim High School Specialists' certificates in Physical Education under the conditions defined in Section 34 (*c*), (ii) to Interim High School Specialists' certificates in Art under the conditions defined in Section 34 (*d*), and (iii) to Interim High School Specialists' certificates in Music under the conditions defined in Section 34 (*e*).

TEXT-BOOKS

18. Students in the courses for High School Specialists' certificates shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

19. (1) Subject to the condition that no student may be awarded an Interim High School Specialist's certificate who does not already hold or is not also awarded an Interim High School Assistant's certificate, the final standing of students in attendance in the specialist courses of

COURSES FOR HIGH SCHOOL SPECIALISTS—*Cont.*

17 (1) above shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

20. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates referred to in 17 (1) above to students in attendance who have fulfilled the conditions of the course for Interim High School Assistants' certificates, and in their specialist department have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates of 17 (1) above to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a specialist course, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the specialist course concerned.

(3) Students who are awarded Interim Specialists' certificates in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their Specialist certificates endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Specialists' certificates of 17 (1) above will be held at the end of the session at such centres and under such conditions as are set out in 14 (4) (*c*) (ii).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in 14 (4) (*c*) (iii).

SUPPLEMENTARY COURSES

21. Each student in attendance in the Interim High School Assistants' course may also take one of the following supplementary courses (see section 10 (2), page 12).

22. As the supplementary courses are taken concurrently with the course for an Interim High School Assistant's certificate, no additional fee shall be required. The fee for examination in a supplementary course, when taken in a session other than the session of attendance, shall be $2 per examination paper or a maximum of $5.

I. COURSE FOR FIRST CLASS PUBLIC SCHOOL CERTIFICATES

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session, but for completion requires at least the equivalent of one subsequent Summer Session.

CONDITIONS OF ADMISSION

23. Applicants for admission to the course for Interim First Class Public School certificates or to the final examinations for said certificates shall comply with the conditions of admission and attendance prescribed for candidates for Interim High School Assistants' certificates. No candidate will be awarded an Interim First Class Public School certificate *before* he has been awarded an Interim High School Assistant's certificate.

TEXT-BOOKS

24. The text-books for the academic work of the course for Interim First Class Public School certificates shall be those prescribed in each subject for the High, Public and Separate Schools. The text-books for the professional work shall be those recommended by the instructors.

PROGRAMME OF STUDIES

25. The course of training, which is supplementary to the course of training for Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected

COURSE FOR FIRST CLASS PUBLIC SCHOOL—*Cont.*

with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for Interim First Class Public School certificates.

MODIFICATIONS OF THE COURSE

26. (1) Students who take the Mathematics and Science option of the Interim High School Assistant's course shall be exempted from Mathematics (except Arithmetic) and Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observations and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as the option of the Interim High School Assistant's course shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as the option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

27. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, the final standing of the students in attendance in the course for Interim First Class Public School certificates shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for Interim First Class Public School certificates shall be conducted, *pari passu*, in the

COURSES FOR FIRST CLASS PUBLIC SCHOOL—*Cont.*

terms and under the conditions set out in the Calendar of the course for Interim First Class Public School certificates of the Ontario Normal Schools.

CERTIFICATES

28. (1) (*a*) Subject to the conditions of Sec. 27 (1), and to the conditions defined in Ontario Normal School courses for Interim First Class Public School certificates, a candidate who obtains 50% of the marks in each subject of the course for Interim First Class Public School certificates and 60% of the aggregate of the marks in each of Observation and Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in the Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination, or, separately, at different annual examinations, the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Regulations 14, (4) (*a*) (i), (ii), (iii), (*b*) (*c*) (i), (ii), (iii), which apply to candidates for Interim High School Assistants' certificates who are exempt from attendance, shall apply also, *pari passu*, to candidates for Interim First Class Public School certificates who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

II. COURSE FOR ELEMENTARY TYPE A PHYSICAL EDUCATION CERTIFICATES.

III. COURSE FOR ELEMENTARY ART CERTIFICATES.

IV. COURSE FOR ELEMENTARY TYPE A VOCAL MUSIC CERTIFICATES.

V. COURSE FOR STANDING IN CERTAIN OF THE SUBJECTS REQUIRED FOR THE ELEMENTARY COMMERCIAL CERTIFICATE.

VI. COURSE FOR ELEMENTARY TYPE A GENERAL SHOP WORK CERTIFICATES.*

VII. COURSE FOR ELEMENTARY TYPE B HOME ECONOMICS CERTIFICATES.*

VIII. EDUCATIONAL COUNSELLING.

IX. COURSE FOR CERTIFICATES IN SCHOOL LIBRARIANSHIP.*

29. Students in supplementary courses II-IX shall supply themselves with such text-books and equipment as may be recommended by the instructors.

30. The subjects of supplementary courses II-IX shall be those set forth in 56, 57, 58 (1), 59, 60, 61, 62 and 64.

31. Observation and Practice-teaching are obligatory in each of the supplementary courses.

EXAMINATIONS

32. (*a*) The following is the scheme of examinations in Physical Education:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics, Swimming.

FOR MEN: Gymnastics, Apparatus, Games, Swimming.

Fifty per cent. of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent. to the final tests.

Written Examination:

Theory of Physical Education.

*The courses leading to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

(*b*) The following is the scheme of examinations in Art:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(*c*) The following is the scheme of examinations in Vocal Music:

Practical Tests:

Sight Singing, Voice Training.

Written Examinations:

Ear Training, Rudiments of Music, Music Appreciation, Methods.

(*d*) The following is the scheme of examinations in Commercial Subjects:

Written Examinations:

Shorthand Theory, Typewriting, Bookkeeping.

(*e*) The following is the scheme of examinations in General Shop Work:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(*f*) The following is the scheme of examinations in Home Economics:

Practical Tests:

Foods, Clothing, Home Management.

These tests shall consist of the daily work of the students, oral, written and practical tests given throughout the session.

Written Examination:

Methods of instruction and class organization of Home Economics.

(*g*) The following is the scheme of examinations in Educational Counselling:

Practical Tests:

Administering, Scoring and Interpreting Tests, Individual Counselling.

Written Examination:

Theory and Practice of Counselling.

(*h*) The following is the scheme of Examinations in School Librarianship:

Practical Tests:

Reference Work, Book Selection and Evaluation, Cataloguing and Classification.

Written Examinations

School Library Administration, Book Selection and Reference Work, Cataloguing and Classification.

CERTIFICATES†

33. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Type A certificate in Physical Education or Vocal Music or standing in Part I of the course for the Elementary Type A certificate in General Shop Work or in Part I of the course for the Elementary Type B certificate in Home Economics or standing in Commercial Subjects or School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or General Shop Work or Home Economics a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in School Librarianship and in Shorthand Theory, Typewriting and Bookkeeping a minimum of 50% of the marks assigned to each subject.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or General Shop Work or Home Economics or Commercial Subjects or School Librarianship whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who

†The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Specialist; in Music, the Elementary Type A, the Intermediate Type A, and the Specialist; in Art, the Elementary, Intermediate, and Specialist; in Shop Work, the Elementary Type A; in Home Economics, the Elementary Type B.

are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses II to IX who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or General Shop Work or Home Economics, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

(iv) In the Educational Counselling course, no certificate is offered.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART AND VOCAL MUSIC

To secure a Specialist's certificate in Physical Education or Art or Vocal Music, the holder of an Intermediate certificate in Physical Education or Art or Vocal Music shall complete successfully a subsequent Summer Session as prescribed by the Minister of Education.

34. (*a*) Students in the High School Assistants' Course who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the Specialist courses listed in 17 (i) except in the case of those referred to in 34 (*c*), (*d*), or (*e*).

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the Elementary, Intermediate and Specialist courses in Physical Education and exemption from the practical exercises and tests of these courses will be granted to students (i) who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.[1] These students shall take the written examinations in the Physical Education courses and also the Observation and Practice-teaching.

(*d*) Admission to the Elementary, Intermediate and Specialist courses in Art and exemption from the practical exercises and tests of these courses will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%. These students shall take the written examinations of the Art courses and also the Observation and Practice Teaching.

(*e*) Admission to the Elementary, Intermediate and Specialist courses in Music and exemption from attendance at all classes, except those in methods, of these courses will be granted to those students (i) who are

[1]See also 7(1)(*e*), page 10.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART AND VOCAL MUSIC—*Continued*

otherwise qualified to enter the High School Assistants' course and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%. These students shall take the written examinations of the Music courses and also the Observation and Practice Teaching.

35. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under 34 (*a*) and to the Specialist course in Physical Education, Art, or Music under 34 (*c*), (*d*), or (*e*) above shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

36. (*a*) The subjects of the course for Intermediate certificates in Physical Education are to be found in 56, and those of the course for Intermediate certificates in Art in 57, and these of the course for Intermediate Vocal Music certificates in 58 (2).

(*b*) Observation and Practice-teaching are obligatory in each of these courses.

37. (*a*) The following is the scheme of examinations in the course for the Intermediate Type A Physical Education certificate:

Practical Tests:

FOR WOMEN: Games, Gymnastics.

FOR MEN: Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examination:

Theory of Physical Education.

(*b*) The following is the scheme of examinations in the course for the Intermediate Art certificate:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(*c*) The following is the scheme of examinations in the course for the Intermediate Type A Vocal Music certificate:

Practical Tests:

Sight Singing, Voice and Memory.

Written Examinations:

Ear Training, Rudiments and Harmony, Music Appreciation, Methods.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART AND VOCAL MUSIC—*Continued*

38. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods.

Students who are awarded Interim Specialists' certificates in Physical Education, Art or Music (under Section 34 (*c*), (*d*) or (*e*) above) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(2) Men candidates for the Intermediate Type A certificate in Physical Education who are exempt by medical certificate from taking swimming or who have failed to obtain pass standing in swimming may obtain certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art, Physical Education and Vocal Music, who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

DETAILS OF SUBJECTS.

39. The details of the subjects of the courses for Interim High School Assistants' and High School Specialists' certificates, for Intermediate certificates in Art, for Intermediate Type A certificates in Physical Education, and Vocal Music, for standing in Commercial Subjects and School Librarianship, for Elementary Type A certificates in Physical Education, Vocal Music and General Shop Work, and for Elementary Type B certificates in Home Economics are given below. For the course for Interim First Class Public School certificates these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for First Class Public School certificates.

THE SCIENCE OF EDUCATION

40. (*a*) *Principles of Education.* (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Aims of Education; educational agencies; the curriculum.

(iii) Classroom procedure—questioning, discipline, examinations.

(*b*) *Educational Psychology.* (i) The original nature of man, including a study of heredity, unlearned reactions, intelligence and personality.

(ii) The learning process, including rates of learning, economy of learning, memory, fatigue, reciprocal improvement of learning, and measurement of improvement.

(iii) Mental hygiene of the pupil and teacher.

(iv) Psychology of typical elementary and secondary school subjects.

(v) Child study, its aims, methods and results.

Books of Reference:

Ontario Normal School Manuals: Principles of Method, Introduction to Psychology.

Brubacher: Modern Philosophies of Education.

Burt: The Young Delinquent.

Conklin & Freeman: Introductory Psychology for Students of Education.

Curti: Child Psychology.

Davis: The Psychology of Learning.

Douglass: Modern Secondary Education, Principles and Practices.

Frederick, Ragsdale & Salisbury: Directing Learning.

Gray: Psychological Foundations of Education.

Jordan: Educational Psychology.

Kilpatrick: Foundations of Method.

Mursell: The Psychology of Secondary School Teaching.

Pintner: Intelligence Testing.

Reed: Psychology and Teaching of Secondary School Subjects.

Sandiford: Educational Psychology.

Simon: Preface to Teaching.

DETAILS OF SUBJECTS.

SCHOOL MANAGEMENT AND LAW.

41. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.

Ontario School Acts and Public Health Act.

Ontario Normal School Manual: School Organization and Management.

Bagley: Classroom Management; School Discipline.

Briggs: Secondary Education.

Cameron: The Financing of Education in Ontario.

Carpenter and Rufi: The Teacher and Secondary School Administration.

Cubberley: The Principal and his School.

Douglass and Boardman: Supervision in Secondary Schools.

Espy: The Public Secondary School.

Johnston: High School Education.

Koos, *et al.*: Administering the Secondary School.

Maxwell and Kilzer: High School Administration.

Simon: Preface to Teaching.

Uhl: Principles of Secondary Education.

DETAILS OF SUBJECTS.

ENGLISH.

42. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Bradby: About English Poetry.
Haddow: On the Teaching of Poetry.
Lamborn: Expression.
Lamborn: The Rudiments of Criticism.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

43. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—its Music and Meaning.
Ballard: Thought and Language.
Drinkwater: The Lyric.
Gurrey: The Appreciation of Poetry.
Newbolt: The Teaching of English in England.
Pocock: Pen and Ink.
Raleigh: Style.
Thouless: Straight and Crooked Thinking.

HISTORY.

44. The purpose of High School history; the tools of the teacher of history; High School courses in history and civics; methods of teaching; treatment of current events; collateral reading; note books; types of examination.

DETAILS OF SUBJECTS.

Books of Reference:

Public School Manual: History.
Bining: Teaching the Social Studies in Secondary Schools.
Tryon: The Teaching of History in Junior and Senior High School.
Johnson: The Teaching of History.
Klapper: The Teaching of History.
Knowlton: Making History Graphic.
Lynch: Individual Work and the Dalton Plan.
Macpherson: Visual Aids in the Teaching of History.
Simpson: Supervised Study in History.

SEMINAR IN HISTORY

A consideration of the following phases of the teaching of History: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Johnson: The Teaching of History.
Hasluck: The Teaching of History.
Kimmel: Instruction in the Social Studies (Bulletin 17, 1932, Monograph 21, Office of Education).
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
Wilson: Education for Responsibility.
Year-books of the National Council for the Social Studies.

MATHEMATICS.

45. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools".

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

DETAILS OF SUBJECTS.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Public School Manual in Arithmetic.
Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS.

(For Specialists in Mathematics and, in part, Mathematics and Physics)

46. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."

DETAILS OF SUBJECTS.

GEOGRAPHY.

47. Scope and Method of Geography: Relationship to other subjects of the courses of study; general methods of presentation with advantages and disadvantages of each method.

Regional Geography: Maps; different kinds, importance of each; map drawing; use of pictures, globes and other visual aids; use of text-books, readers, reference books; methods of treatment of typical regions.

Commercial Geography: Factors determining commerce; chief commercial commodities; geographical factors determining their production and distribution; relation of physical features to commerce; commercial geography of selected regions; methods of treatment of typical problems; records of pupils' work.

Physical Geography: Relation of physical to commercial and regional geography; importance of experimental work; use of such aids as contour, isobar, isotherm, and weather maps; chief natural regions; interpretation of the physical geography of Ontario. A discussion of the method of treatment of topics difficult of presentation from the geography prescribed for the High Schools of Ontario.

Books of Reference:

Public School Manual: Geography.
Bowman: Geography in Relation to the Social Sciences.
Chisholm: Handbook of Commercial Geography.
Cornish: Geography of Commerce for Canadians.
Forsaith: Handbook for Geography Teachers.
Morrison: Canadian Commercial Geography.
National Society for the Study of Education: The Teaching of Geography.
Memorandum on the Teaching of Geography (Geo. Philip & Sons).

SCIENCE.

48. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

DETAILS OF SUBJECTS.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE.

(For Specialists in Science and, in part, Mathematics and Physics)

49. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

DETAILS OF SUBJECTS.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics difficult of presentation in physiography, physics, chemistry, biology discussed; geological history of the Great Lakes and other geological forms in their relation to the physical features of Ontario; geographical significance of minerals and rocks; protection and colour of animals; migration; hibernation; plants in relation to insects; form and colour of flowers; parasitic and saprophytic plants; insectivorous plants; laws of combination in chemistry; symbols, formulae, and equations; atomic weight, atomic number, periodic law; valency; atomic and molecular theories; Boyle's Law; Charles' Law; atomic structure; absolute temperature; relation of acceleration, momentum, force, and energy; surface tension; flow of liquids.

Books of Reference:

Borradaile: Text-book of Zoology.
Bower: Botany of the Living Plant.
Cornish: Senior Chemistry.
Davis: Natural History of Animals.
Ganong: The Teaching Botanist.
Kerner: Natural History of Plants.
Kimball: College Physics.
Laboratory Accommodation, Pamphlet No. 9, Department of Education, Ontario.
Mann: The Teaching of Physics.
Partington: Text-book of Inorganic Chemistry.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE.

(For Specialists in Agriculture)

The History of agricultural education in other countries, in Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, Ontario Agricultural College, Summer Courses, School Fairs and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications

Note: Candidates for Specialists' certificates in Agriculture shall take also the course in Science for High School Assistants.

DETAILS OF SUBJECTS.

of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Canadian Agriculture for High Schools.
Manual of Elementary Agriculture and Horticulture.
Dean: Dairying, Farm and Factory.
Leake: Means and Methods of Agricultural Education.
Lippincott: Poultry Production.
Lyon, Fippin and Buckman: Soils, their Properties and Management.
Madill: History of Agricultural Education in Ontario.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Sanderson: Insects of Farm, Garden and Orchard.

CLASSICS (LATIN AND GREEK).

51. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; the direct method; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin and Greek.

Books of Reference:

Bennett: The Teaching of Latin.
Lane: Latin Grammar.

DETAILS OF SUBJECTS.

Westaway: Quantity and Accent in the Pronunciation of Latin.
Bristol: The Teaching of Greek.
Thompson: Homeric Grammar.
Goodwin and Gulick: Greek Grammar.
Arnold: On Translating Homer.
Game: The Teaching of High School Latin.
Valentine: Latin; its Place in Education.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS.

(For Specialists in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

52. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

53. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

DETAILS OF SUBJECTS.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours Moyen de Français.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Specialists in French and German or Spanish, and, in part, Latin and French, English and French)

54. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in the Upper School during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.

SEMINAR IN HOME ECONOMICS

(For Specialists)

55. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

DETAILS OF SUBJECTS.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.

Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.

Bevier: Home Economics in Education.

Brown and Haley: The Teaching of Home Economics.

Cooley, Winchell, Spohr, Marshall: Teaching Home Economics.

Herrington: Home-making.

Kauffman: Teaching Problems in Home Economics.

Rose: Teaching Nutrition to Boys and Girls.

Spafford: Fundamentals in Teaching Home Economics.

Winchell: Home Economics for Public School Administrators.

Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

56. PHYSICAL EDUCATION

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.
(b) APPARATUS.
(c) GAMES.
(d) SWIMMING.

PRACTICE (for women):

(a) GYMNASTICS.
(b) GAMES.
(c) RHYTHMICS.
(d) SWIMMING.

DETAILS OF SUBJECTS.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.

(b) APPARATUS.

PRACTICE (for women):

(a) GAMES.

(b) GYMNASTICS.

Books of Reference:

Gymnastics:

Bjorksten: Principles of Gymnastics for Women and Girls, Parts I and II.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Cotteral: Tumbling, Pyramid Building, and Stunts.
Hawtin: Gymnastic Pyramids.
Knudsen: A Textbook of Gymnastics.
McDowell: Gymnastic Movements.
McDowell: Vaulting.
Pederson, Richards, and Andreassen: Primary Gymnastics for Boys.
Powdermaker: Physical Education Play Activities.
Rodgers: A Handbook of Stunts.
Syllabus of Physical Training (1933).

Games and Athletics:

Bartlett: Junior Athletics.
Brandreth: Canadian Book of Games.
Duckett: Athletics, How to Succeed.
Fish: The Theory and Technique of Women's Basketball.
Frymir: Basketball for Women.
Frymir: Track and Field for Women.
Hunt: Football, How to Succeed.
Jackson and Swan: Better Badminton.
Mason and Mitchell: Active Games and Contests.
Meissner and Meyers: Modern Basketball for Girls.
Montgomery: Volleyball for Women.
Official Sports Library for Women: Badminton, Basketball, and Volleyball Guides.
Staley: Games, Contests, and Relays.
Tisdall: The Young Athlete.
Veenker: Basketball for Coaches and Players.

DETAILS OF SUBJECTS

Dancing:

Bryans and Madsen: Scandinavian Dances.
Burchenal: American Country Dances.
English Country Dance Book.
Jarman and Wade: How to Square Dance.
Scottish Country Dance Book.

Swimming:

Canadian Y.M.C.A. Swimming, Diving, and Life-Saving Manual.
Goss: Swimming Analyzed.
Hedges: Swimming, How to Succeed.
Royal Life Saving Society Handbook.
Sheffield: Swimming Simplified.

Theory of Physical Education:

Best and Taylor: The Human Body.
Bowen and McKenzie: Applied Anatomy and Kinesiology.
Broadhurst and Lerrigo: Health Horizons.
Bundy: Anatomy and Physiology.
Burkard, Chambers, Maroney: Health and Human Welfare.
Crisp: Be Healthy.
Evans, Fry: Safety.
First Aid to the Injured.
First Aid Textbook (A.R.C.).
Gogle: A Workbook in Health.
Hawley: The Kinesiology of Corrective Exercise.
Hussey: Teaching for Health.
Lovett: Lateral Curvature of the Spine and Round Shoulders.
McKenzie: Exercise in Education and Medicine.
Meister: Teaching Procedures in Health Education.
Mitchell: Intramural Athletics.
Morrison and Chenoweth: Normal and Elementary Physical Diagnosis.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Nash: Teachable Moments.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Skarstrom: Gymnastic Teaching.
Solandt: Highways to Health.
Wayman: Education Through Physical Education.
Williams: Personal Hygiene Applied.
Williams: The Organization and Administration of Physical Education.

DETAILS OF SUBJECTS.

Williams and Brownell: The Administration of Health and Physical Education.

Articles in "The Athletic Journal" "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

ART

57. COURSE FOR ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.
Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—vols. I-VI.
Hatton: Perspective; Figure Drawing.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Neale: Picture Study in the Grades.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.
Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Zaidenberg: Anyone Can Draw.

DETAILS OF SUBJECTS

Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

58 (1). COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Sight Singing:

Major and normal minor scales; modulation to related keys; measures, simple and compound; the pulse-unit and its divisions.

Ear Training:

Pitch: (i) Reproducing individually, short, easy, melodic phrases.
(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.
(ii) Writing simple rhythms with the quarter note as the beat note.

Voice Training:

Practice in correct tone production, vowel formation, enunciation of consonants, breath control, correct intonation,—all with a view to presenting a suitable pattern for children.

Rudiments of Music:

Notation (including notes and rests, the staff, the treble, alto, tenor, and bass clefs, and the ordinary musical signs); intervals and their inversion; metre and rhythm, with special reference to accent; diatonic scales (major, harmonic minor, melodic minor); chromatic scales; musical terms in common use; transposition.

Translating from sol-fa syllables to staff notation and vice versa.

Music Appreciation:

Study of topics suggested in the Course of Study, including the human voice, the orchestra, form in music, study of selected recordings, pedagogy.

Songs:

Songs in unison and part songs suited to Grades IX and X; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

Analysis of the course prescribed in theory and sight singing for Grades IX and X; preparation of lesson plans; practice teaching; introducing music in a Secondary School; principles of pedagogy; elementary study of the adolescent voice; teaching simple songs.

DETAILS OF SUBJECTS

58 (2). COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Sight Singing:

Review of studies prescribed for the Elementary course; Major, Minor (three forms) scales; Modulation to related keys and Tonic Minor; Studies in Metre and Rhythm.

Ear Training:

Pitch: (i) Reproducing individually, short, melodic phrases, Major and Minor, including fe and ta;

(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.

(ii) Writing from dictation rhythms with the quarter note as the unit.

Detection and correction of errors in pupils' performance.

Recognition of Major, Minor and Dominant Seventh Chords in root position.

Voice Training:

A continuation of the subjects prescribed above for the Elementary course.

Harmony:

Primary Chords I, IV, V, and Chords II, VI in root position and 1st inversion; the Dominant Seventh Chord in root position; elementary rules of Part Writing; elementary Composition of School melodies; cadences with the use of the cadential six-four Chord; passing and auxiliary notes; harmonization of folk and hymn tunes in two and three parts only for use with school choirs (within the above limitations).

Music Appreciation:

More advanced study of topics suggested in the Elementary A course.

Songs:

Unison and part songs suitable for Grades XI and XII; expression and interpretation; blending of voices in part singing; conduction; memorizing of songs.

Methods:

A review of the subjects prescribed for the Elementary Course; analysis of the course prescribed in Theory and Sight Singing for Grades XI and XII; practice teaching; preparation of lesson plans; more intensive study of the adolescent voice; teaching more difficult songs; the Assembly; Extra-curricular activities.

DETAILS OF SUBJECTS.

Books of Reference:

The Highroad of Song, Book III.
The Silver Book of Songs.
Dunstan: The ABC of Musical Theory.
Kitson: Elementary Harmony, Part I.
Pitts: Voice Class Methods.
Warburton: Harmony for Schools and Colleges.
Novello's Popular Part Songs for S-A-T-B-, Set I.

59. COMMERCIAL SUBJECTS

(1) Shorthand Theory:

The principles of the Isaac Pitman system, New Era Edition; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

Books of Reference:

Canadian Centennial Edition, Pitman Shorthand. (Sir Isaac Pitman & Sons.)
Stevenson: The Strange Case of Dr. Jekyll and Mr. Hyde. (Sir Isaac Pitman & Sons.)
The Battle of Life. (Sir Isaac Pitman & Sons.)
Shorthand Dictionary, New Era Edition. (Sir Isaac Pitman & Sons.)
Jones: Teaching Business Subjects.
Lomax and Walsh: Problems of Teaching Shorthand.
Miller: Methods in Commercial Teaching.

(2) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at the rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Typing business letters; centering headings; programmes, invitations, announcements, display work; invoicing, billing, columnar statements; completing business forms; legal forms.

Books of Reference:

Lessenbury: College Typewriting.
SoRelle: Gregg Typing (1937).
Book: Learning to Typewrite.
Clem: The Technique of Learning Typewriting.
O'Dell and Stewart: Principles and Technique.

(3) Bookkeeping:

One paper, to include both theory and problems.
Business Organization. Three types with advantages of each. Study

DETAILS OF SUBJECTS.

of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation—Assets minus Liabilities equals Proprietorship.

Books and Records: (*a*) Journal—Specialized subdivisions, columnar adaptations; the making of entries therein, journalizing, four parts of a journal entry, kinds of entries, *e.g.*, opening, routine, adjusting, closing; authorization of entries, source of entries, various rulings, analytic aspect of cash journal. (*b*) Ledger—Use and forms, posting, segregation, accounts, sectioning of ledger, controlling accounts and modifications occasioned thereby, periodic summarization and adjustment, inventories, closing accounts, balancing accounts, detection of errors, rulings, folios.

Reports: Balance Sheet, Income and Expense, Analysis of Proprietorship, preparation of reports and classification of items, typical Balance Sheet Accounts, typical Income and Expense Accounts, two methods of calculating the profit or loss, interdependence of these reports, use, frequency and disposition of reports, comparative statements, limitations of Balance Sheet as an aid to management, forms of the reports.

Transactions: Transactions relating to Single Ownership and Partnership, transmitting funds, purchase and sales, credit, trade and cash discounts, returns and allowances, C.O.D. sales, collections, bank dealings, opening bank account, deposits, withdrawals, overdrafts, interest, collections and exchange, business vouchers, purpose and forms of vouchers, bills of lading, receipt, pass book, bank statement, cancelled cheque, certified invoice, negotiable instruments.

Interpretation of elementary financial statements by means of: percentages, graphs, charts, ratios, applications of funds, bookkeeping vocabulary, business terms and abbreviations within the course, reconciliation statement, schedules, classification of items, aging of accounts.

Problems and short sets illustrating and co-ordinating the above theory.

Books of Reference:

Bennett: New Course Bookkeeping.
Bolon: Introduction to Accounting.
Foulke: Practical Bank Credit.
Finney: Fundamentals of Accounting.
Kirk: Bookkeeping for Immediate Use.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Pace: Secretarial Accounting and Finance Procedure, I, II.
Rosenkampff and Wallace: Bookkeeping.

60. GENERAL SHOP WORK

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

DETAILS OF SUBJECTS

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

61. HOME ECONOMICS

COURSE FOR ELEMENTARY TYPE B CERTIFICATE

The subject-matter, laboratory and demonstration practice relating to the prescribed course in Home Economics for Grade IX.

Study of equipment, methodology and organization for the presentation of Home Economics in Grade IX.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

62. EDUCATIONAL COUNSELLING

The growing need for counselling in the secondary school.

The role of the counsellor in the school.

Psychology of the secondary school pupil, with an emphasis on the personality aspects of human behaviour.

The theory of mental measurement, practice in administering and interpreting group and individual tests of intelligence.

The plan of measurement in education, evaluation of measurement techniques, and practice in test construction.

The measurement of interests, aptitudes, and personality traits.

Directing the study habits of pupils. Remedial work in study habits.

The use of test results and other information in guiding pupils into school programmes suited to their capacities and aims.

DETAILS OF SUBJECTS

Techniques for guiding pupils in the wise choice of occupations.
Elementary educational statistics.

Books of Reference:

Arlitt: The Adolescent.
Bingham: Aptitudes and Aptitude Testing.
Frederick: How to Study Handbook.
Frederick, Ragsdale and Salisbury: Directing Learning.
Hawkes, Lindquist and Mann: The Construction and Use of Achievement Examinations.
Jones: Principles of Guidance.
Mursell: The Psychology of Secondary School Teaching.
Myers: Toward Mental Health in School.
Shaffer: The Psychology of Adjustment.
Symonds: Diagnosing Personality and Conduct.
Terman and Merrill: Measuring Intelligence.

63. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
Lloyd: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

64. SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for smaller schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School library administration, including teaching the use of books and libraries; elementary cataloguing and classification; book selection and reference work.

Books of reference will be recommended by the instructors concerned.

COURSE FOR INTERMEDIATE CERTIFICATES IN HOME ECONOMICS

CONDITIONS OF ADMISSION

65. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 25th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

FEES

66. (1) (*a*) (i) Except as provided in subsection (*b*), the tuition fee for the regular session or for the session after Christmas is $75 for the course for Intermediate certificates in Home Economics. This fee includes library and examination fees. A library deposit of $1 and an athletic fee of $3 shall be paid by all students. All students shall be required to become members of the Students' Administrative Council.

(ii) The student shall pay at least $50 of the required fees before proceeding with the work of the Winter term.

(*b*) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the university from which they graduated are outside Ontario, the tuition fee for the regular session or for the session after Christmas is $150 for the course for Intermediate certificates in Household Science. This fee includes library and examination fees.

COURSES IN HOME ECONOMICS—*Continued.*

(*c*) The fee for the examinations in the course for Intermediate certificates in Home Economics when the examinations are taken by students not in attendance is $10 for the course or $2 for each subject of the course.

(2) At the beginning of the session, a deposit of $4.00 will be required from each student. This deposit, less the cost of equipment and apparatus that may have been destroyed, will be returned at the close of the session.

COURSE OF STUDY

67. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

COURSES IN HOME ECONOMICS—*Continued.*

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching. demonstration of lessons; teaching aids.

PART II.

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

68. (1) Candidates for Intermediate certificates shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

COURSE IN HOME ECONOMICS—*Continued*

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests given throughout the session.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.
Clothing, 2 papers.
Home Management, 2 papers.
Elementary Applied Science, 1 paper.
Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, or, separately, at different annual examinations the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

69. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economic certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

70. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular Session and not more than one during a Summer Session.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in one subject but shall take the written examination in the subject.

For one of the above subjects the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) The fee for registration in the course for the degree of Bachelor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $25. The tuition fee for the regular session, which shall include the

examination and library fees, is $50. The fee for examination is $5 for each subject. The fee for the degree is $10. All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

(7) Subjects of Instruction and Examination.

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

71. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of one subject as defined in (7) below and a thesis as defined in (5) below.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has

been selected with the approval of the Ontario College of Education. In valuing this thesis literary excellence, as well as the discussion of the subject, will be taken into account. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) The fee for registration in the course for the degree of Doctor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $50; that for the regular session, which shall include the examination and library fees, $75. The fee for examination is $5 per subject and $10 per thesis. The fee for the degree is $25. All fees shall be paid to the Bursar with the application.

(7) The candidate will take one of the following subjects not represented in his course for the B.Paed. degree:

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

72. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official publications, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

Curriculum for Matriculation
Calendar of the Faculty of Arts
Calendar of the Faculty of Medicine
Calendar of the Faculty of Applied Science and Engineering
Calendar of the Faculty of Household Science
Calendar of the Ontario College of Education
Calendar of the Library School
Calendar of the Faculty of Forestry
Calendar of the Faculty of Music
Calendar of the School of Graduate Studies
Calendar of the Faculty of Dentistry
Calendar of the School of Hygiene
Curriculum in Law
Miscellaneous Curricula—
Pharmacy, Agriculture, Veterinary Science.
Calendar of the Department of Social Science
Calendar of the School of Nursing
Curriculum in Physical Education for Women
University Extension Curricula—
Summer Session, Occupational Therapy, Physiotherapy, Aerial Navigation, Business.

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1941-1942

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1941-1942

THE UNIVERSITY OF TORONTO PRESS
1941

ADMINISTRATIVE OFFICERS

The University

President .... The Hon. and Rev. H. J. Cody, M.A., D.D., LL.D., D.C.L., F.R.S.C.
Registrar..... Arthur Bertram Fennell, M.C., M.A.
Bursar..... C. E. Higginbottom
Librarian..... William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds.. Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity. William James Dunlop, B.A., B.Paed.
Warden of Hart House..... John Burgon Bickersteth, M.C., M.A.
Director of University Health Service..... George Dana Porter, M.B.
Medical Adviser for Women Students..... Miss J. F. Davey, B.A., M.D.
Manager of the University of Toronto Press..... A. Gordon Burns, B.A.

Ontario College of Education

President..... The Hon. and Rev. H. J. Cody, M.A., D.D., LL.D., D.C.L., F.R.S.C.
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Director of Department of Educational Research..... P. Sandiford, M.Sc., Ph.D.
Supervisor of Practice-Teaching..... J. O. Carlisle, M.A.
Supervisor of Women Students..... Miss Laura L. Ockley, B.A.
Secretary..... Miss Lyda Swinarton

Note:—Communications relating to standing in all Faculties and Departments and to curricula, instruction, and examination in Law, Dentistry, Pharmacy, Agriculture, Household Science, Music, Gymnastics and Drill, Commerce and Veterinary Science are to be addressed to the Registrar of the University; correspondence regarding curricula, instruction and examinations in a particular Faculty is to be sent to the Secretary of that Faculty, while inquiries with reference to College instruction and residence are to be addressed to the Registrar of the College concerned.

Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto.

1941 CALENDAR 1941

JANUARY						
Sun.	.	5	12	19	26	
Mon.	.	6	13	20	27	
Tues.	.	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	..	

FEBRUARY						
Sun.	.	2	9	16	23	
Mon.	.	3	10	17	24	
Tues.	.	4	11	18	25	
Wed.	.	5	12	19	26	
Thur.	.	6	13	20	27	
Fri	.	7	14	21	28	
Sat	1	8	15	22	..	

MARCH						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	..	
Wed.	5	12	19	26	..	
Thur.	6	13	20	27	..	
Fri.	7	14	21	28	..	
Sat.	1	8	15	22	29	..

APRIL						
Sun.	.	6	13	20	27	
Mon.	.	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	..	
Fri.	4	11	18	25	..	
Sat.	5	12	19	26	..	

MAY						
Sun.	.	4	11	18	25	
Mon.	.	5	12	19	26	
Tues.	.	6	13	20	27	
Wed.	.	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

JUNE						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	..	
Wed.	4	11	18	25	..	
Thur.	5	12	19	26	..	
Fri.	6	13	20	27	..	
Sat.	7	14	21	28	..	

JULY						
Sun.	.	6	13	20	27	
Mon.	.	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	..	
Sat.	5	12	19	26	..	

AUGUST						
Sun.	3	10	17	24	31	
Mon.	4	11	18	25	..	
Tues.	5	12	19	26	..	
Wed.	6	13	20	27	..	
Thur.	7	14	21	28	..	
Fri.	1	8	15	22	29	..
Sat.	2	9	16	23	30	..

SEPTEMBER						
Sun.	.	7	14	21	28	
Mon	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	..	
Thur.	4	11	18	25	..	
Fri.	5	12	19	26	..	
Sat.	6	13	20	27	..	

OCTOBER						
Sun.	.	5	12	19	26	
Mon	.	6	13	20	27	
Tues.	.	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	..	

NOVEMBER						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	..	
Tues.	4	11	18	25	..	
Wed.	5	12	19	26	..	
Thur.	6	13	20	27	..	
Fri.	7	14	21	28	..	
Sat.	1	8	15	22	29	..

DECEMBER						
Sun.	.	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	..	
Fri.	5	12	19	26	..	
Sat.	6	13	20	27	..	

1942 CALENDAR 1942

JANUARY						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thurs.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

FEBRUARY						
Sun.	1	8	15	22		
Mon.	2	9	16	23		
Tues.	3	10	17	24		
Wed.	4	11	18	25		
Thurs.	5	12	19	26		
Fri.	6	13	20	27		
Sat.	7	14	21	28		

MARCH						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thurs.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

APRIL						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thurs.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

MAY						
Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thurs.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

JUNE						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thurs.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

JULY						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thurs.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

AUGUST						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thurs.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

SEPTEMBER						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thurs.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

OCTOBER						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thurs.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

NOVEMBER						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thurs.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

DECEMBER						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thurs.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

CALENDAR, 1941-1942

1941—July 7.....Summer Session opens.
Aug. 8.....Summer Session closes.
Sept. 22-27...Medical Examination.
Sept. 24.....The opening address by the President to the students of all the faculties at 4.15 p.m. in Convocation Hall.
Sept. 29.....Lectures begin.
Oct. 2.....Meeting of Council.
Nov. 6.....Meeting of Council.
Nov. 11.....Remembrance Day. Service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10.30 a.m. to 11.15 a.m.
Dec. 4.....Meeting of Council.
Dec. 19.....Last day of lectures. Term ends at 5 p.m.

1942—Jan. 5.....Winter Term begins at 9 a.m.
Jan. 8.....Meeting of Council.
Feb. 5.....Meeting of Council.
Mar. 5.....Meeting of Council.
Apr. 2.....Meeting of Council.
Apr. 3.....Easter Vacation begins.
Apr. 13.....Spring Term begins.
May 15.....Last day of Lectures.
May 18.....Final examinations begin.
June 4-5.....University Commencement.

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Shop Work (Grade IX) and Home Economics (Grade IX), as School Librarians, as High School Assistants and Specialists and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward accredited lists of boarding-houses on request.

COURSES

The following courses are offered:

I. Courses for Interim High School Assistants' certificates; Interim High School Specialists' certificates, including Physical Education, Music, and Art;* Interim First Class Public School certificates;† Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, General Shop Work and Vocal Music, and Interim Elementary

*The courses leading to Specialists' certificates in Physical Education, Music and Art are open only to those who qualify under section 34(c), (d), or (e).

†The courses leading to the Interim First Class Public School certificate and to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Type B certificates in Home Economics;† Interim Intermediate certificates in Art; Interim Intermediate Type A certificates in Physical Education, and Vocal Music; Interim certificates in School Librarianship;† and for standing in certain of the subjects required for the Elementary Commercial certificate.

II. Courses for the B.Paed. degree.

III. Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

SESSION

1. Enrolment will take place and the medical examination will begin Monday, September 22nd. The Autumn Term will end December 19th, at 5 p.m., and the Winter Term will begin January 5th at 9 a.m. The Spring Term will begin April 13th and end May 30th.

DUTIES OF STUDENTS

2. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

APPEALS

3. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

†See footnote on p. 7.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

4. The Ontario Secondary School Teachers' Federation has founded an annual scholarship of $100 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

5. As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of School Management and Law, Science of Education, English, History or Geography, and Practice Teaching.

HART HOUSE

6. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

COURSE FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES.

CONDITIONS OF ADMISSION

7. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with his or her application.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2 shall be paid by applicants, shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 22nd, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 22nd to 27th.*

In the event of the rejection of an applicant in consequence of the medical examination, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(3) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(4) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

8. (*a*) (i) Except as provided in the next subsection, the tuition fee for the regular session or for the session after Christmas shall be $75 for the course for Interim High School Assistants' certificates or $10 for each subject of said course. These fees include library and examination fees.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the regular session or for the session after

Christmas shall be $150 for the course for Interim High School Assistants' certificates or $20 for each subject of said course. These fees include library and examination fees.

(iii) The student shall pay at least $50 of the required fees before proceeding with the work of the Winter term.

(*b*) The fee for the examinations in the course for High School Assistants' certificates when the examinations are taken by candidates not in attendance shall be $10 for the course or $2 for each subject of the course.

(*c*) A library deposit of $1, an athletic fee of $3, and a fee of $5 for health services*, shall be paid by all students, and a fee of $12 for membership in Hart House by all men students. All students shall be required to become members of the respective Students' Administrative Councils.

(*d*) All fees are payable to the bursar. The tuition fees and the fees for membership in Hart House and the Students' Administrative Councils shall be paid during the first month of enrolment. Examination fees shall be paid with the applications for examinations. Students who are in arrears for fees in the first term of the session shall not be admitted to lectures, laboratory classes, or examinations of their second term.

TEXT-BOOKS

9. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

PROGRAMME OF STUDIES

10. (1) The course of training for Interim High School Assistants' certificates consists of two parts as follows:

*The University Health Service, for both men and women students, conducts the medical examination of each student to determine his physical condition. Should the findings at the initial examination reveal any condition which requires the opinion of a specialist, the student will be examined by a consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Should the examination reveal any postural defect or other condition for which special exercises are considered advisable, arrangements for them will be made by co-operation between the Health Service and the Director of Physical Education.

Any student may consult the University Health Service for medical advice during stated hours. Any student who has a minor ailment, or who is taken ill, or is injured on the University grounds or premises, or who is injured during University athletic games or sports, will be given advice, and, if necessary, first aid treatment.

Part I: The Science of Education, School Management and Law, English, History and Civics, Geography, *and* (*a*) Latin, and one of French, German, Spanish, Greek *or* (*b*) Mathematics and Science.*

Part II: Observation and Practice-teaching.

(2) Students in attendance in the Interim High School Assistants' course may also take, if they possess the required academic qualifications, a Specialist's course, and may also take one of the following Supplementary courses:

I. Course for First Class Public School certificates.†
II. Course for Elementary Type A Physical Education certificates.
III. Course for Elementary Art certificates.
IV. Course for Elementary Type A Vocal Music certificates.
V. Course for standing in certain of the subjects required for the Elementary Commercial certificate. The completion of the course for the Elementary certificate requires at least the equivalent of one subsequent Summer Session.
VI. Course for Elementary Type A General Shop Work certificates.†
VII. Course for Elementary Type B Home Economics certificates.†
VIII. Educational Counselling. (Admission to this course is restricted to students who have had satisfactory previous training in Psychology.)
IX. Course for certificates in School Librarianship.† (For the Session 1941-2, enrolment in this course is limited to 15 students.)

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

Under the conditions defined in 34(a), students may take the course for the Intermediate certificate in Physical Education or Art or Vocal Music.

(3) *Diction and Voice Production*

At the beginning of the session a short course of lectures on Diction and Voice Production will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

*See Section 13 (*h*).

†The courses leading to the Interim First Class Public School certificate and to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

ORGANIZATION OF COURSE

11. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) So far as the conditions permit, the programme of instruction shall be organized on the basis of intensive study of a few subjects at a time.

(3) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in the different grades or forms of the High Schools. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

12. (1) The introductory course defined in 11(3) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(2) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all forms and grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(3) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(4) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (*a*) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(*b*) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(*c*) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(*d*) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(*e*) No candidate shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(*f*) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(*g*) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

(*h*) During the present war, a male student enrolled in the High School Assistants' Course shall be exempted from the sessional and final examinations in any ONE of the subjects of Part I, provided (i) that his application for enrolment in the Canadian Officers' Training Corps, University of Toronto unit, be accepted, (ii) that he is reported by his Commanding Officer as having been regular in attendance at the C.O.T.C. instructional classes and as having made satisfactory progress in them, and (iii) that he notify the Dean of the College of Education, in writing, on or before December 15th, of the subject in which he desires to claim exemption from examinations.

(*k*) Exemption from the final examinations of the High School Assistants' Course may be granted to intramural candidates, whose fees are paid in full by May 15, 1942, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(4) (*a*) (i) Candidates who are exempted from attendance at the Ontario College of Education, as provided in (2) above, may complete their standing for a certificate by re-writing, at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(ii) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(iii) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistants' Course, evidence of graduation as required by Section 7 ((1) (*e*) on page 10; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(*c*) (i) Candidates exempt from attendance at the Ontario College

of Education under 14 (4) (*a*) (iii) and 14 (5) (*a*) shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(ii) Candidates exempt from attendance may take their written examinations in Part I at the close of the session at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts or in a Provisional County, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(iii) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(5) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and who have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer Course for a High School Assistant's certificate conducted by the Department of Education, and shall take the final examinations prescribed for Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, who attends throughout the session, and who successfully passes the examinations at the close of the session, may be granted by the Minister a Provisional certificate to teach as a High School Assistant during any one year of the next succeeding three years. He will be admitted to the annual final examinations for an Interim High School Assistant's certificate at the Ontario College of Education in any of these three years. See also subsection (*d*) (iv) on page 17.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under Section 14 (4) (*a*) (iii), and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent college session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination the examinations in all the prescribed subjects of Part I; (iii) candidates who fail in not more than two of the subjects of Part I may rewrite at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed; (iv) candidates who do not pass the final examinations of the High School Assistants' Course within three years of having attended a summer session in this course must re-attend the summer session in order to be eligible for admission to the final examinations for an Interim High School Assistant's certificate.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistants' Course shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

COURSES FOR HIGH SCHOOL SPECIALISTS' CERTIFICATES.

CONDITIONS OF ADMISSION

15. (1) Applicants for admission to the courses for Interim High School Specialists' certificates, or to the final examinations for said certificates, shall also be applicants for admission to the courses for Interim High School Assistants' certificates, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Specialist's certificate or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate.

(2) (*a*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who is also a candidate for admission to the course for an Interim High School Assistant's certificate, shall comply with the conditions for admission prescribed for candidates for Interim High School Assistants' certificates, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said specialist course or to the examinations for the specialist certificate.

(*b*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the specialist certificate.

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a specialist course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the specialist course or examination to which the candidate seeks admission.

(*e*) Exemption from the final examinations of the Specialists' Courses may be granted to intramural candidates, whose fees are paid in full

by May 15, 1942, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

FEES

16. (*a*) When a High School Specialist Course is taken concurrently with the Course for an Interim High School Assistant's certificate, or when a High School Specialist examination is taken concurrently with the examination for an Interim High School Assistant's certificate, there shall be no additional fee. The fee for a specialist course or examination, one or both, taken apart from the course or examination for an Interim High School Assistant's certificate, shall be $5.00 per course or per examination, one or both, as the case may be.

(*b*) When the qualifying examination for admission to a specialist course or examination is taken during the same session as the specialist course or examination there is no additional fee; when it is taken in a different session the fee shall be $5.00.

COURSES

17. (1) Courses shall be offered for Interim High School Specialists' certificates in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, and Home Economics.

(2) Each specialist course shall consist of at least the equivalent of two seminar-periods per week throughout the Winter and Spring terms, and of special Observation and Practice-teaching in the specialist department in which the candidate is an applicant for a certificate.

(3) Courses shall also be offered leading (i) to Interim High School Specialists' certificates in Physical Education under the conditions defined in Section 34 (*c*), (ii) to Interim High School Specialists' certificates in Art under the conditions defined in Section 34 (*d*), and (iii) to Interim High School Specialists' certificates in Music under the conditions defined in Section 34 (*e*).

TEXT-BOOKS

18. Students in the courses for High School Specialists' certificates shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

19. (1) Subject to the condition that no student may be awarded an Interim High School Specialist's certificate who does not already hold or is not also awarded an Interim High School Assistant's certificate, the final standing of students in attendance in the specialist courses of 17 (1) above shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

20. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates referred to in 17 (1) above to students in attendance who have fulfilled the conditions of the course for Interim High School Assistants' certificates, and in their specialist department have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates of 17 (1) above to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a specialist course, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the specialist course concerned.

(3) Students who are awarded Interim Specialists' certificates in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their Specialist certificates endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Specialists' certificates of 17 (1) above will be held at the close of the session at such centres and under such conditions as are set out in 14 (4) (*c*) (ii).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in 14 (4) (*c*) (iii).

SUPPLEMENTARY COURSES

21. Each student in attendance in the Interim High School Assistants' course may also take one of the following supplementary courses (see section 10 (2), page 12).

22. As the supplementary courses are taken concurrently with the course for an Interim High School Assistant's certificate, no additional fee shall be required. The fee for examination in a supplementary course, when taken in a session other than the session of attendance, shall be $2 per examination paper or a maximum of $5.

I. COURSE FOR FIRST CLASS PUBLIC SCHOOL CERTIFICATES

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session, but for completion requires at least the equivalent of one subsequent Summer Session.

CONDITIONS OF ADMISSION

23. Applicants for admission to the course for Interim First Class Public School certificates or to the final examinations for said certificates shall comply with the conditions of admission and attendance prescribed for candidates for Interim High School Assistants' certificates. No candidate will be awarded an Interim First Class Public School certificate *before* he has been awarded an Interim High School Assistant's certificate.

TEXT-BOOKS

24. The text-books for the academic work of the course for Interim First Class Public School certificates shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.

Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

25. The course of training, which is supplementary to the course of training for Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for Interim First Class Public School certificates.

MODIFICATIONS OF THE COURSE

26. (1) Students who take the Mathematics and Science option of the Interim High School Assistants' course shall be exempted from Mathematics (except Arithmetic) and Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observations and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as the option of the Interim High School Assistants' course shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as the

option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

27. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, the final standing of the students in attendance in the course for Interim First Class Public School certificates shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for Interim First Class Public School certificates shall be conducted, *pari passu*, in the terms and under the conditions set out in the Calendar of the course for Interim First Class Public School certificates of the Ontario Normal Schools.

Exemption from the final examinations of that part of the course for Interim First Class Public School certificates which is taken in the regular College session may be granted to intramural candidates, whose fees are paid in full by May 15th, 1942, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

28. (1) (*a*) Subject to the conditions of Sec. 27 (1), and to the conditions defined in Ontario Normal School courses for Interim First Class Public School certificates, a candidate who obtains 50% of the marks in each subject of the course for Interim First Class Public School certificates and 60% of the aggregate of the marks in each of Observation and Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in the Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting

at one annual examination, or, separately, at different annual examinations, the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Regulations 14 (4) (*a*) (i), (ii), (iii), (*b*) (*c*) (i), (ii), (iii), which apply to candidates for Interim High School Assistants' certificates who are exempt from attendance, shall apply also, *pari passu*, to candidates for Interim First Class Public School certificates who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

II. COURSE FOR ELEMENTARY TYPE A PHYSICAL EDUCATION CERTIFICATES.

III. COURSE FOR ELEMENTARY ART CERTIFICATES.

IV. COURSE FOR ELEMENTARY TYPE A VOCAL MUSIC CERTIFICATES.

V. COURSE FOR STANDING IN CERTAIN OF THE SUBJECTS REQUIRED FOR THE ELEMENTARY COMMERCIAL CERTIFICATE.

VI. COURSE FOR ELEMENTARY TYPE A GENERAL SHOP WORK CERTIFICATES.*

VII. COURSE FOR ELEMENTARY TYPE B HOME ECONOMICS CERTIFICATES.*

VIII. EDUCATIONAL COUNSELLING.

IX. COURSE FOR CERTIFICATES IN SCHOOL LIBRARIANSHIP.*

29. Students in supplementary courses II-IX shall supply themselves with such text-books and equipment as may be recommended by the instructors.

30. The subjects of supplementary courses II-IX shall be those set forth in 56, 57, 58 (1), 59, 60, 61, 62 and 64.

31. Observation and Practice-teaching are obligatory in each of the supplementary courses.

*The courses leading to the Interim Elementary Type A certificate in General Shop Work and to the Interim Elementary Type B certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

EXAMINATIONS

32. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics, Swimming.

FOR MEN: Gymnastics, Apparatus, Games, Swimming.

Fifty per cent. of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent. to the final tests.

Written Examination:

Theory of Physical Education.

(*b*) Art:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice Training.

Written Examinations:

Ear Training, Rudiments of Music, Music Appreciation, Methods.

(*d*) Commercial Subjects:

Written Examinations:

Shorthand Theory, Typewriting, Bookkeeping.

(*e*) General Shop Work:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(*f*) Home Economics:

Practical Tests:

Foods, Clothing, Home Management.

These tests shall consist of the daily work of the students, oral, written and practical tests given throughout the session.

Written Examination:

Methods of instruction and class organization of Home Economics.

(*g*) Educational Counselling:

Practical Tests:

Administering, Scoring and Interpreting Tests, Individual Counselling.

Written Examination:

Theory and Practice of Counselling.

(*h*) School Librarianship:

Practical Tests:

School Library Administration, Book Selection and Reference Work, Cataloguing and Classification.

Written Examinations:

School Library Administration, Book Selection and Reference Work, Cataloguing and Classification.

CERTIFICATES†

33. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Type A certificate in Physical Education or Vocal Music or standing in Part I of the course for the Elementary Type A certificate in General Shop Work or in Part I of the course for the Elementary Type B certificate in Home Economics or standing in Commercial Subjects or School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or General Shop Work or Home Economics or School Librarianship a minimum of 50% of the marks assigned to each subject of the written examinations and 60 %of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Shorthand Theory, Typewriting and Bookkeeping a minimum of 50% of the marks assigned to each subject.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or General Shop Work or Home Economics or Commercial Subjects or School Librarianship whose attendance or progress in any part of the course has been reported as unsatisfactory.

†The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Specialist; in Music, the Elementary Type A, the Intermediate Type A, and the Specialist; in Art, the Elementary, Intermediate, and Specialist; in Shop Work, the Elementary Type A; in Home Economics, the Elementary Type B.

Exemption from the final examinations of Supplementary Courses II-IX, inclusive, may be granted to intramural candidates, whose fees are paid in full by May 15th, 1942, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the supplementary courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the supplementary courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses II-IX who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or General Shop Work or Home Economics, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

(iv) In the Educational Counselling course, no certificate is offered.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART AND VOCAL MUSIC

To secure a Specialist's certificate in Physical Education or Art or Vocal Music, the holder of an Intermediate certificate in Physical Education or Art or Vocal Music shall complete successfully a subsequent Summer Session as prescribed by the Minister of Education.

34. (*a*) Students in the High School Assistants' Course who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the Specialist courses listed in 17 (1) except in the case of those referred to in 34 (*c*), (*d*), or (*e*).

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the Elementary, Intermediate and Specialist courses in Physical Education and exemption from the practical exercises and tests of these courses will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto, or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%[1]. These students shall take the final examinations in the Physical Education courses and also the Observation and Practice-teaching.

(*d*) Admission to the Elementary, Intermediate and Specialist courses in Art and exemption from the practical exercises and tests of these courses will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%. These students shall take the final examinations of the Art courses and also the Observation and Practice Teaching.

[1]See also 7(1)(*e*), page 10.

(*e*) Admission to the Elementary, Intermediate and Specialist courses in Music and exemption from attendance at all classes, except those in methods, of these courses will be granted to those students (i) who are otherwise qualified to enter the High School Assistants' course and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%. These students shall take the final examinations of the Music courses and also the Observation and Practice Teaching.

35. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under 34 (*a*) and to the Specialist course in Physical Education, Art, or Music under 34 (*c*), (*d*), or (*e*) above shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

Intramural students enrolled in these courses and having their fees paid in full by May 15th, 1942, may be granted exemption from the final examinations of the courses if their progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the courses.

36. (*a*) The subjects of the course for Intermediate certificates in Physical Education are to be found in 56, and those of the course for Intermediate certificates in Art in 57, and those of the course for Intermediate Vocal Music certificates in 58 (2).

(*b*) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

37. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Games, Gymnastics.

FOR MEN: Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examination:

Theory of Physical Education.

(*b*) Art:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theor and History of Art, Classroom Methods and Problems.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice and Memory.

Written Examinations:

Ear Training, Harmony, Music Appreciation, Methods.

38. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods.

Students who are awarded Interim Specialists' certificates in Physical Education, Art or Music (under Section 34 (*c*), (*d*) or (*e*) above) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(2) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art, Physical Education and Vocal Music, who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

DETAILS OF SUBJECTS.

39. The details of the subjects of the courses for Interim High School Assistants' and High School Specialists' certificates, for Intermediate certificates in Art, for Intermediate Type A certificates in Physical Education, and Vocal Music, for standing in Commercial Subjects and School Librarianship, for Elementary certificates in Art, for Elementary Type A certificates in Physical Education, Vocal Music and General Shop Work, and for Elementary Type B certificates in Home Economics are given below. For the course for Interim First Class Public School certificates these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for First Class Public School certificates.

THE SCIENCE OF EDUCATION

40. (*a*) *Principles of Education.* (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Aims of Education; educational agencies; the curriculum.

(iii) Classroom procedure—questioning, discipline, examinations.

(*b*) *Educational Psychology.* (i) The original nature of man, including a study of heredity, unlearned reactions, intelligence and personality.

(ii) The learning process, including rates of learning, economy of learning, memory, fatigue, reciprocal improvement of learning, and measurement of improvement.

(iii) Mental hygiene of the pupil and teacher.

(iv) Psychology of typical elementary and secondary school subjects.

(v) Child study, its aims, methods and results.

Books of Reference:

Ontario Normal School Manuals: Principles of Method, Introduction to Psychology.

Brubacher: Modern Philosophies of Education.

Burt: The Young Delinquent.

Conklin & Freeman: Introductory Psychology for Students of Education.

Curti: Child Psychology.

Davis: The Psychology of Learning.

Douglass: Modern Secondary Education, Principles and Practices.

Frederick, Ragsdale & Salisbury: Directing Learning.

Gray: Psychological Foundations of Education.

Griffin, Laycock and Line: Mental Hygiene, A Manual for Teachers.

Mursell: The Psychology of Secondary School Teaching.
Pintner: Intelligence Testing.
Reed: Psychology and Teaching of Secondary School Subjects.
Sandiford: Educational Psychology.
Simon: Preface to Teaching.
Sorenson: Psychology in Education.

SCHOOL MANAGEMENT AND LAW.

41. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Ontario Normal School Manual: School Organization and Management.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.

Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.

ENGLISH.

42. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Bradby: About English Poetry.
Haddow: On the Teaching of Poetry.
Lamborn: Expression.
Lamborn: The Rudiments of Criticism.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

43. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—its Music and Meaning.
Ballard: Thought and Language.
Drinkwater: The Lyric.
Gurrey: The Appreciation of Poetry.
Newbolt: The Teaching of English in England.
Pocock: Pen and Ink.
Raleigh: Style.
Thouless: Straight and Crooked Thinking.

HISTORY

44. The place of history in the High School; the High School courses of study; various possible procedures in the teaching of history; treatment of civics, current events and local history; methods of testing and grading; books and other equipment for the teaching of history.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Dewey: The Dalton Laboratory Plan.
Johnson: The Teaching of History.
Klapper: The Teaching of History.
Knowlton: Making History Graphic.
Macpherson: Visual Aids in the Teaching of History.
Parkhurst: Education on the Dalton Plan.
Simpson: Supervised Study in History.
Tryon: The Teaching of History in Junior and Senior High Schools.
The School—bound volumes.

SEMINAR IN HISTORY

A more intensive study of principles and practices in the teaching of history, with special reference to the more difficult topics.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Hasluck: The Teaching of History.
Johnson: The Teaching of History.
Kimmel: Instruction in the Social Studies (Bulletin 17, 1932, Monograph 21, Bureau of Education, Washington).
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
Wilson: Educating for Responsibility.
The Social Studies—bound volumes.
Year-books of the National Council for the Social Studies.

MATHEMATICS.

45. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools".

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public

utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Public School Manual in Arithmetic.
Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS.

(For Specialists in Mathematics and, in part, Mathematics and Physics)

46. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."

GEOGRAPHY.

47. Scope and Method of Geography: Relationship to other subjects of the courses of study; general methods of presentation with advantages and disadvantages of each method.

Regional Geography: Maps; different kinds, importance of each; map drawing; use of pictures, globes and other visual aids; use of text-books, readers, reference books; methods of treatment of typical regions.

Commercial Geography: Factors determining commerce; chief commercial commodities; geographical factors determining their production and distribution; relation of physical features to commerce; commercial geography of selected regions; methods of treatment of typical problems; records of pupils' work.

Physical Geography: Relation of physical to commercial and regional geography; importance of experimental work; use of such aids as contour, isobar, isotherm, and weather maps; chief natural regions; interpretation of the physical geography of Ontario. A discussion of the method of treatment of topics difficult of presentation from the geography prescribed for the High Schools of Ontario.

Books of Reference:

Public School Manual: Geography.
Bowman: Geography in Relation to the Social Sciences.
Chisholm: Handbook of Commercial Geography.
Cornish: Geography of Commerce for Canadians.
Forsaith: Handbook for Geography Teachers.
Morrison: Canadian Commercial Geography.
National Society for the Study of Education: The Teaching of Geography.
Memorandum on the Teaching of Geography (Geo. Philip & Sons).

SCIENCE.

48. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE.

(For Specialists in Science and, in part, Mathematics and Physics)

49. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics difficult of presentation in physiography,

physics, chemistry, biology discussed; geological history of the Great Lakes and other geological forms in their relation to the physical features of Ontario; geographical significance of minerals and rocks; protection and colour of animals; migration; hibernation; plants in relation to insects; form and colour of flowers; parasitic and saprophytic plants; insectivorous plants; laws of combination in chemistry; symbols, formulae, and equations; atomic weight, atomic number, periodic law; valency; atomic and molecular theories; Boyle's Law; Charles' Law; atomic structure; absolute temperature; relation of acceleration, momentum, force, and energy; surface tension; flow of liquids.

Books of Reference:

Borradaile: Text-book of Zoology.
Bower: Botany of the Living Plant.
Cornish: Senior Chemistry.
Davis: Natural History of Animals.
Ganong: The Teaching Botanist.
Kerner: Natural History of Plants.
Kimball: College Physics.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Partington: Text-book of Inorganic Chemistry.
Thomson: Everyday Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE.

(For Specialists in Agriculture)*

50. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and

*Candidates for Specialists' certificates in Agriculture shall take also the course in Science for High School Assistants.

care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Canadian Agriculture for High Schools.
Dean: Dairying, Farm and Factory.
Lippincott: Poultry Production.
MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Sanderson: Insects of Farm, Garden and Orchard.

CLASSICS (LATIN AND GREEK).

51. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Latin for Secondary Schools.
Latin for Today.
Arnold: On Translating Homer.
Bristol: The Teaching of Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Thompson: Homeric Grammar.
Valentine: Latin; its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS.

(For Specialists in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

52. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

53. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Specialists in French and German or Spanish, and, in part, Latin and French, English and French)

54. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in the Upper School during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Specialists)

55. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown and Haley: The Teaching of Home Economics.

Cooley, Winchell, Spohr, Marshall: Teaching Home Economics.
Herrington: Home-making.
Kauffman: Teaching Problems in Home Economics.
Rose: Teaching Nutrition to Boys and Girls.
Spafford: A Functioning Program of Home Economics.
Spafford: Fundamentals in Teaching Home Economics.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

56. PHYSICAL EDUCATION

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.
(b) APPARATUS.
(c) GAMES.
(d) SWIMMING.

PRACTICE (for women):

(a) GYMNASTICS.
(b) GAMES.
(c) RHYTHMICS.
(d) SWIMMING.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.
(b) APPARATUS.

PRACTICE (for women):

(a) GAMES.
(b) GYMNASTICS.

Books of Reference:

Gymnastics:

Bjorksten: Principles of Gymnastics for Women and Girls, Parts I and II.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Cotteral: Tumbling, Pyramid Building, and Stunts.
Hawtin: Gymnastic Pyramids.

Knudsen: A Textbook of Gymnastics.
McDowell: Gymnastic Movements.
McDowell: Vaulting.
Pederson, Richards, and Andreassen: Primary Gymnastics for Boys.
Powdermaker: Physical Education Play Activities.
Rodgers: A Handbook of Stunts.
Syllabus of Physical Training (1933).

Games and Athletics:

Bartlett: Junior Athletics.
Brandreth: Canadian Book of Games.
Duckett: Athletics, How to Succeed.
Fish: The Theory and Technique of Women's Basketball.
Frymir: Basketball for Women.
Frymir: Track and Field for Women.
Hunt: Football, How to Succeed.
Jackson and Swan: Better Badminton.
Mason and Mitchell: Active Games and Contests.
Meissner and Meyers: Modern Basketball for Girls.
Montgomery: Volleyball for Women.
Official Sports Library for Women: Badminton, Basketball, and Volleyball Guides.
Staley: Games, Contests, and Relays.
Tisdall: The Young Athlete.
Veenker: Basketball for Coaches and Players.

Dancing:

Bryans and Madsen: Scandinavian Dances.
Burchenal: American Country Dances.
English Country Dance Book.
Jarman and Wade: How to Square Dance.
Scottish Country Dance Book.

Swimming:

Canadian Y.M.C.A. Swimming, Diving, and Life-Saving Manual.
Goss: Swimming Analyzed.
Hedges: Swimming, How to Succeed.
Royal Life Saving Society Handbook.
Sheffield: Swimming Simplified.

Theory of Physical Education:

Best and Taylor: The Human Body.
Bowen and McKenzie: Applied Anatomy and Kinesiology.
Broadhurst and Lerrigo: Health Horizons.
Bundy: Anatomy and Physiology.
Burkard, Chambers, Maroney: Health and Human Welfare.

Crisp: Be Healthy.
Evans, Fry: Safety.
First Aid to the Injured.
First Aid Textbook (A.R.C.).
Gogle: A Workbook in Health.
Hawley: The Kinesiology of Corrective Exercise.
Hussey: Teaching for Health.
Lovett: Lateral Curvature of the Spine and Round Shoulders.
McKenzie: Exercise in Education and Medicine.
Meister: Teaching Procedures in Health Education.
Mitchell: Intramural Athletics.
Morrison and Chenoweth: Normal and Elementary Physical Diagnosis.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Nash: Teachable Moments.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Skarstrom: Gymnastic Teaching.
Solandt: Highways to Health.
Wayman: Education Through Physical Education.
Williams: Personal Hygiene Applied.
Williams: The Organization and Administration of Physical Education.
Williams and Brownell: The Administration of Health and Physical Education.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

ART

57. COURSE FOR ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.

Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—vols. I-VI.
Hatton: Perspective; Figure Drawing.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Neale: Picture Study in the Grades.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.
Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Zaidenberg: Anyone Can Draw.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

58 (1). COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Sight Singing:

Major and normal minor scales; modulation to related keys; measures, simple and compound; the pulse-unit and its divisions.

Ear Training:

Pitch: (i) Reproducing individually, short, easy melodic phrases.
(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.
(ii) Writing simple rhythms with the quarter note as the beat note.

Voice Training:

Practice in correct tone production, vowel formation, enunciation of consonants, breath control, correct intonation,—all with a view to presenting a suitable pattern for children.

Rudiments of Music:

Notation (including notes and rests, the staff, the treble, alto, tenor, and bass clefs, and the ordinary musical signs); intervals and their inversion; metre and rhythm, with special reference to accent; diatonic scales (major, harmonic minor, melodic minor); chromatic scales; musical terms in common use; transposition.

Translating from sol-fa syllables to staff notation and vice versa.

Music Appreciation:

Study of topics suggested in the Course of Study, including the human voice, the orchestra, form in music, study of selected recordings, pedagogy.

Songs:

Songs in unison and part songs suited to Grades IX and X; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

Analysis of the course prescribed in theory and sight singing for Grades IX and X; preparation of lesson plans; practice teaching; introducing music in a Secondary School; principles of pedagogy; elementary study of the adolescent voice; teaching simple songs.

58 (2). COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Sight Singing:

Review of studies prescribed for the Elementary course; Major, Minor (three forms) scales; Modulation to related keys and Tonic Minor; Studies in Metre and Rhythm.

Ear Training:

Pitch: (i) Reproducing individually, short melodic phrases, Major and Minor, including fe and ta;

(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.

(ii) Writing from dictation rhythms with the quarter note as the unit.

Detection and correction of errors in pupils' performance.

Recognition of Major, Minor and Dominant Seventh Chords in root position.

Voice Training:

A continuation of the subjects prescribed above for the Elementary course.

Harmony:

Primary Chords I, IV, V, and Chords II, VI in root position and 1st inversion; the Dominant Seventh Chord in root position; elementary rules of Part Writing; elementary Composition of School melodies; cadences with the use of the cadential six-four Chord; passing and auxiliary notes; harmonization of folk and hymn tunes in two and three parts only for use with school choirs (within the above limitations).

Music Appreciation:

More advanced study of topics suggested in the Elementary A course.

Songs:

Unison and part songs suitable for Grades XI and XII; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

A review of the subjects prescribed for the Elementary Course; analysis of the course prescribed in Theory and Sight Singing for Grades XI and XII; practice teaching; preparation of lesson plans; more intensive study of the adolescent voice; teaching more difficult songs; the Assembly; extra-curricular activities.

Books of Reference:

Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Gildersleeve, Smith and Bell: Living Songs.
Hill: The Singing Period, Book VII.
Pitts: Voice Class Methods.
Dunstan: The ABC of Musical Theory.
Kitson: Elementary Harmony, Part I.
Warburton: Harmony for Schools and Colleges.
McPherson: Form in Music.
Horwood: Listening to Music.
Stoessel: The Technique of the Baton.

59. COMMERCIAL SUBJECTS

(1) Shorthand Theory:

The principles of the Isaac Pitman system, New Era Edition; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

Books of Reference:

Canadian Centennial Edition, Pitman Shorthand. (Sir Isaac Pitman & Sons.)
Stevenson: The Strange Case of Dr. Jekyll and Mr. Hyde. (Sir Isaac Pitman & Sons.)
The Battle of Life. (Sir Isaac Pitman & Sons.)
Shorthand Dictionary, New Era Edition. (Sir Isaac Pitman & Sons.)
Jones: Teaching Business Subjects.
Lomax and Walsh: Problems of Teaching Shorthand.
Miller: Methods in Commercial Teaching.

(2) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at the rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Typing business letters; centering headings; programmes, invitations, announcements, display work; invoicing, billing, columnar statements; completing business forms; legal forms.

Books of Reference:

Book: Learning to Typewrite.
Clem: The Technique of Learning Typewriting.
Korona: Business and Personal Typewriting.
Lessenbury: College Typewriting.
O'Dell and Stewart: Principles and Technique.
Reigner: College Secretarial Practice.

(3) Bookkeeping:

One paper, to include both theory and problems.

Business Organization. Three types with advantages of each. Study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation—Assets minus Liabilities equals Proprietorship.

Books and Records: (*a*) Journal—Specialized subdivisions, columnar adaptations; the making of entries therein, journalizing, four parts of a journal entry, kinds of entries, *e.g.*, opening, routine, adjusting, closing; authorization of entries, source of entries, various rulings, analytic aspect of cash journal. (*b*) Ledger—Use and forms, posting, segregation, accounts, sectioning of ledger, controlling accounts and modifications occasioned thereby, periodic summarization and adjustment, inventories, closing accounts, balancing accounts, detection of errors, rulings, folios.

Reports: Balance Sheet, Income and Expense, Analysis of Proprietorship, preparation of reports and classification of items, typical Balance Sheet Accounts, typical Income and Expense Accounts, two methods of

calculating the profit or loss, interdependence of these reports, use, frequency and disposition of reports, comparative statements, limitations of Balance Sheet as an aid to management, forms of the reports.

Transactions: Transactions relating to Single Ownership and Partnership, transmitting funds, purchase and sales, credit, trade and cash discounts, returns and allowances, C.O.D. sales, collections, bank dealings, opening bank account, deposits, withdrawals, overdrafts, interest, collections and exchange, business vouchers, purpose and forms of vouchers, bills of lading, receipt, pass book, bank statement, cancelled cheque, certified invoice, negotiable instruments.

Interpretation of elementary financial statements by means of: percentages, graphs, charts, ratios, applications of funds, bookkeeping vocabulary, business terms and abbreviations within the course, reconciliation statement, schedules, classification of items, aging of accounts.

Problems and short sets illustrating and co-ordinating the above theory.

Books of Reference:

Bennett: New Course Bookkeeping.
Bolon: Introduction to Accounting.
Foulke: Practical Bank Credit.
Finney: Fundamentals of Accounting.
Kirk: Bookkeeping for Immediate Use.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Pace: Secretarial Accounting and Finance Procedure, I, II.
Rosenkampff and Wallace: Bookkeeping.
Scovill: Fundamentals of Accounting.

60. GENERAL SHOP WORK

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

61. HOME ECONOMICS

COURSE FOR ELEMENTARY TYPE B CERTIFICATE

The subject-matter, laboratory and demonstration practice relating to the prescribed course in Home Economics for Grade IX.

Study of equipment, methodology and organization for the presentation of Home Economics in Grade IX.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

62. EDUCATIONAL COUNSELLING

The growing need for counselling in the secondary school.

The role of the counsellor in the school.

Psychology of the secondary school pupil, with an emphasis on the personality aspects of human behaviour.

The theory of mental measurement, practice in administering and interpreting group and individual tests of intelligence.

The plan of measurement in education, evaluation of measurement techniques, and practice in test construction.

The measurement of interests, aptitudes, and personality traits.

Directing the study habits of pupils. Remedial work in study habits.

The use of test results and other information in guiding pupils into school programmes suited to their capacities and aims.

Techniques for guiding pupils in the wise choice of occupations.

Elementary educational statistics.

Books of Reference:

Arlitt: The Adolescent.
Bingham: Aptitudes and Aptitude Testing.
Frederick: How to Study Handbook.
Frederick, Ragsdale and Salisbury: Directing Learning.
Hawkes, Lindquist and Mann: The Construction and Use of Achievement Examinations.
Jones: Principles of Guidance.
Mursell: The Psychology of Secondary School Teaching.
Myers: Toward Mental Health in School.
Shaffer: The Psychology of Adjustment.
Symonds: Diagnosing Personality and Conduct.
Terman and Merrill: Measuring Intelligence.

63. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
Lloyd: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

64. SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for smaller schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School library administration, including teaching the use of books and libraries; elementary cataloguing and classification; book selection and reference work.

Books of reference will be recommended by the instructors concerned.

COURSE FOR INTERMEDIATE CERTIFICATES IN HOME ECONOMICS

CONDITIONS OF ADMISSION

65. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 24th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

FEES

66. (1) (*a*) (i) Except as provided in subsection (*b*), the tuition fee for the regular session or for the session after Christmas is $75 for the course for Intermediate certificates in Home Economics. This fee includes library and examination fees. A library deposit of $1 and an athletic fee of $3 shall be paid by all students. All students shall be required to become members of the Students' Administrative Council.

(ii) The student shall pay at least $50 of the required fees before proceeding with the work of the Winter term.

(*b*) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the university from which they graduated are outside Ontario, the tuition fee for the regular session or for the session after Christmas is $150 for the course for Intermediate certificates in Household Science. This fee includes library and examination fees.

(*c*) The fee for the examinations in the course for Intermediate certificates in Home Economics when the examinations are taken by

students not in attendance is $10 for the course or $2 for each subject of the course.

(2) At the beginning of the session, a deposit of $4.00 will be required from each student. This deposit, less the cost of equipment and apparatus that may have been destroyed, will be returned at the close of the session.

COURSE OF STUDY

67. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II.

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

68. (1) Candidates for Intermediate certificates shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests given throughout the session.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.

Clothing, 2 papers.

Home Management, 2 papers.
Elementary Applied Science, 1 paper.
Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

Exemption from the final examinations of the course for Intermediate certificates in Home Economics may be granted to intramural candidates whose fees are paid in full by May 15th, 1942, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, or, separately, at different annual examinations the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

69. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economic certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

70. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular Session and not more than one during a Summer Session.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in one subject but shall take the written examination in the subject.

For one of the above subjects the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) The fee for registration in the course for the degree of Bachelor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $25. The tuition fee for the regular session, which shall include the examination and library fees, is $50. The fee for examination is $5 for each subject. The fee for the degree is $10. All fees shall be paid to the

Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

(7) Subjects of Instruction and Examination.

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

71. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of one subject as defined in (7) below and a thesis as defined in (5) below.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations

and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) The fee for registration in the course for the degree of Doctor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $50; that for the regular session, which shall include the examination and library fees, $75. The fee for examination is $5 per subject and $10 per thesis. The fee for the degree is $25. All fees shall be paid to the Bursar with the application.

(7) The candidate will take one of the following subjects not represented in his course for the B.Paed. degree:

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

72. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Aerial Navigation, Business.

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1942-1943

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1942-1943

THE UNIVERSITY OF TORONTO PRESS
1942

ADMINISTRATIVE OFFICERS

The University

President ....The Hon. and Rev. H. J. Cody, M.A., D.D., LL.D., D.C.L., F.R.S.C.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Bursar.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity.William James Dunlop, B.A., B.Paed.
Warden of Hart House.....*John Burgon Bickersteth, M.C., M.A.
Director of University Health Service....R. W. I. Urquhart, M.A., M.D.
Assistant Director of University Health Service in charge of Women Miss G. E. Mulock, M.B.
Manager of the University of Toronto Press.....A. Gordon Burns, B.A.

Ontario College of Education

President.....The Hon. and Rev. H. J. Cody, M.A., D.D., LL.D., D.C.L., F.R.S.C.
Dean.....J. G. Althouse, M.A., D.Paed.
Director of Department of Educational Research...J. A. Long, B.A., Ph.D.
Supervisor of Practice-Teaching.....J. O. Carlisle, M.A.
Supervisor of Women Students.....Miss Laura L. Ockley, B.A.
Secretary.....Miss Lyda Swinarton

Note:—Communications relating to standing in all Faculties and Departments and to curricula, instruction, and examination in Law, Dentistry, Pharmacy, Agriculture, Household Science, Music, Gymnastics and Drill, Commerce and Veterinary Science are to be addressed to the Registrar of the University; correspondence regarding curricula, instruction and examinations in a particular Faculty is to be sent to the Secretary of that Faculty, while inquiries with reference to College instruction and residence are to be addressed to the Registrar of the College concerned.

Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto.

**On leave of absence.*

1942 CALENDAR 1942

JANUARY

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

FEBRUARY

Sun.	1	8	15	22		
Mon.	2	9	16	23		
Tues.	3	10	17	24		
Wed.	4	11	18	25		
Thur.	5	12	19	26		
Fri.	6	13	20	27		
Sat.	7	14	21	28		

MARCH

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

APRIL

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

MAY

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

JUNE

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

JULY

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

AUGUST

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

SEPTEMBER

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

OCTOBER

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

NOVEMBER

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

DECEMBER

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

1943 CALENDAR 1943

JANUARY

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

FEBRUARY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	....	
Tues.	2	9	16	23	....	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

MARCH

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

APRIL

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

MAY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

JUNE

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

JULY

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

AUGUST

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

SEPTEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

OCTOBER

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

NOVEMBER

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

DECEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

CALENDAR, 1942-1943

1942—July 6.....Summer Session opens.
Aug. 7.....Summer Session closes.
Sept. 21-26....Medical Examination.
Sept. 22.....Lectures begin.
Sept. 23.....The opening address by the President to the students of all the faculties at 4.15 p.m. in Convocation Hall.
Oct. 1.....Meeting of Council.
Nov. 5.....Meeting of Council.
Nov. 11.....Remembrance Day. Service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10.30 a.m. to 11.15 a.m.
Dec. 3.....Meeting of Council.
Dec. 18.....Last day of lectures. Term ends at 5 p.m.

1943—Jan. 4.....Winter Term begins at 9 a.m.
Jan. 7.....Meeting of Council.
Feb. 4.....Meeting of Council.
Mar. 4.....Meeting of Council.
Apr. 1.....Meeting of Council.
Apr. 5.....Spring Term begins.
Apr. 23.....Easter Vacation begins.
May 14.....Last day of Lectures.
May 17.....Final examinations begin.
June 3-4.....University Commencement.

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Shop Work (Grade IX) as School Librarians, as High School Assistants and Specialists and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward accredited lists of boarding-houses on request.

COURSES

The following courses are offered:

I. Courses for Interim High School Assistants' certificates; Interim High School Specialists' certificates, including Physical Education, Music, and Art;[1] Interim First Class Public School certificates;[2] Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, General Shop Work and Vocal Music, and Interim Elementary

[1]The courses leading to Specialists' certificates in Physical Education, Music and Art are open only to those who qualify under section 34 (c), (d), or (e).

[2]The courses leading to the Interim First Class Public School certificate, to the Interim Elementary Type A certificate in General Shop Work, to the Interim Elementary Type B certificate and the Intermediate certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Type B certificates in Home Economics; [1]Interim Intermediate certificates in Art; Interim Intermediate Type A certificates in Physical Education, and Vocal Music, Interim Intermediate certificates in Home Economics;[1] Interim certificates in School Librarianship;[1] Interim certificates in Educational Counselling; and for Interim Elementary Commercial certificates.

II. Courses for the B.Paed. degree.

III. Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

SESSION

1. Enrolment will take place and the medical examination will begin Monday, September 21st. The Autumn Term will end December 18th, at 5 p.m., and the Winter Term will begin January 4th at 9 a.m. The Spring Term will begin April 5th and end May 28th.

DUTIES OF STUDENTS

2. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

APPEALS

3. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

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[1]See footnote on p. 7.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

4. The Ontario Secondary School Teachers' Federation has founded an annual scholarship of $75 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

5. As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of School Management and Law, Science of Education, English, History or Geography, and Practice Teaching.

HART HOUSE

6. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

COURSE FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES.

CONDITIONS OF ADMISSION

7. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with his or her application.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2 shall be paid by applicants, shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 21st, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 21st to 26th.*

In the event of the rejection of an applicant in consequence of the medical examination, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(3) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(4) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

8. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

FEES

9. (*a*) (i) Except as provided in the next subsection, the fees of the High School Assistants' course are as follows:

For men: tuition fee, $75; incidental fees[1] $23; total fee (if paid in one instalment) $98; first term instalment, which must be paid on or before September 21, $73; second term instalment, due January 4, $25.[2]

For women: tuition fee, $75; incidental fees[1], $11; total fee (if paid in one instalment), $86; first term instalment, which must be paid on or before September 21, $61; second term instalment, due January 4, $25.[2]

For both men and women: fee for medical examination for admission (see section 7 (2) above), to be paid at the College, $2; library deposit, to be paid at the College, $1.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the regular session or for the session after Christmas shall be $150 for the course for Interim High School Assistants' certificates or $20 for each subject of said course. These fees include library and examination fees.

(iii) The student shall pay the first term instalment of fees (see section 8 (*a*) (i) above) on or before the opening date of the Session. The second term instalment is due on January 4; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

(*b*) The fee for the examinations in the course for High School Assistants' certificates when the examinations are taken by candidates not in attendance shall be $10 for the course or $2 for each subject of the course.

(*c*) All fees except the fee for medical examination for admission and the library deposit are payable to the bursar of the University of Toronto.

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[1]The incidental fees for men include fees to Hart House, the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 12).

The incidental fees for women include fees to the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 12).

[2]For penalties on late payment of the second term instalment of fees, see section 8 (*a*) (iii).

UNIVERSITY HEALTH SERVICE

The facilities of the University Health Service are available to all students, both men and women, in the Ontario College of Education.

The Health Service provides for an annual medical examination of each student. This includes a routine urinalysis, intracutaneous tuberculin test, and in the first and final years and in such other years as may be indicated, an X-ray film of the chest. Should the findings at the initial examination reveal any condition which in the opinion of the Director requires the advice of a specialist, the student will be examined by a consultant. Should an examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Such a student will be required to report back to the Health Service, at stated intervals during the session, in order that the Health Service may know that the student has acted on the advice given him.

The examination also determines whether or not the physical condition of the student is such that he may participate in athletic sports or games. Students proposing to engage in such activities should make early appointments for their examinations. Should any postural defect or other condition be revealed for which special exercises are considered advisable by the Director, arrangements for them will be made with the Director of Physical Education.

Any student may consult the University Health Service for medical advice between the hours of 9 a.m. and 6 p.m. daily (Saturday 9 a.m. to 1 p.m.) and by appointment on Sunday if urgent.

Any student who is taken ill or is injured on the University grounds or premises, or who is injured while training for or engaging in athletic games or competitions will be given essential first aid treatment or advice. Further treatment is the responsibility of the student and must be arranged for privately. Ambulant treatment of minor injuries may be undertaken at the request of the student and at the discretion of the attending physician.

Any student who is taken ill in lodgings or in a residence and who has not a private physician will be visited if necessary. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) will be made for the original visit only. These charges are payable by the student to the Bursar.

PROGRAMME OF STUDIES

10. (1) The course of training for Interim High School Assistants' certificates consists of two parts as follows:

Part I: The Science of Education, School Management and Law, English, History and Civics, Geography, *and* (*a*) Latin, and one of French, German, Spanish, Greek *or* (*b*) Mathematics and Science.[1]

Part II: Observation and Practice-teaching.

(2) Students in attendance in the Interim High School Assistants' course may also take, if they possess the required academic qualifications, a Specialist's course, and may also take one of these Supplementary courses:

I. Course for First Class Public School certificates.[2]
II. Course for Elementary Type A Physical Education certificates.
III. Course for Elementary Art certificates.
IV. Course for Elementary Type A Vocal Music certificates.
V. Course for Elementary Commercial certificates.[3]
VI. Course for Elementary Type A General Shop Work certificates.[2]
VII. Course for Elementary Type B Home Economics certificates.[2,4]
VIII. Course for Intermediate Home Economics certificates.[2,5]
IX. Course for Educational Counselling certificates.[6]
X. Course for certificates in School Librarianship.[2,7]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has

[1]See Section 13 (*h*).

[2]These courses may not be completed in the regular College Session but require at least the equivalent of one subsequent Summer Session before the candidate will be recommended for the certificate.

[3]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[4]Admission to this course is restricted to students who have passed the Upper School examination in Chemistry.

[5]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, in which for at least the last two years of the course, Home Economics has been a regular subject of study.

[6]Admission to this course is restricted to students who have had satisfactory previous training in Psychology.

[7]Admission to this course is limited to fifteen students. If more than this number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

Under the conditions defined in 34(a), students may take the course for the Intermediate certificate in Physical Education or Art or Vocal Music.

(3) *Diction and Voice Production*

At the beginning of the session a short course of lectures on Diction and Voice Production will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

(4) *Defence Training*

During the Session, all students in the High School Assistants' Course shall be required to attend lectures and do practical work in the Defence Training Course as authorized by the Minister for the secondary schools of the Province.

ORGANIZATION OF COURSE

11. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) So far as the conditions permit, the programme of instruction shall be organized on the basis of intensive study of a few subjects at a time.

(3) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in the different grades or forms of the High Schools. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

12. (1) The introductory course defined in 11(3) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(2) (*a*) The Observation and Practice-teaching for each student shall

be arranged to represent as far as practicable the work in all forms and grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(3) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(4) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (*a*) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(*b*) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(*c*) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(*d*) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(*e*) No candidate shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(*f*) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(*g*) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

(*h*) During the present war, a male student enrolled in the High School Assistants' Course shall be exempted from the sessional and final examinations in any ONE of the subjects of Part I, provided (i) that his application for enrolment in the Canadian Officers' Training Corps, University of Toronto unit, be accepted, (ii) that he is reported by his Commanding Officer as having been regular in attendance at the C.O.T.C. instructional classes and as having made satisfactory progress in them, and (iii) that he notify the Dean of the College of Education, in writing, on or before December 15th, of the subject in which he desires to claim exemption from examinations.

(*k*) Exemption from the final examinations of the High School Assistants' Course may be granted to intramural candidates, whose fees are paid in full by May 13, 1943, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(4) (*a*) (i) Candidates who are exempted from attendance at the Ontario College of Education, as provided in (2) above, may complete their standing for a certificate by re-writing, at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(ii) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(iii) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of

equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistants' Course, evidence of graduation as required by Section 7 (1) (*e*) on page 10[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(*c*) (i) Candidates exempt from attendance at the Ontario College of Education under 14 (4) (*a*) (iii) and 14 (5) (*a*) shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(ii) Candidates exempt from attendance may take their written examinations in Part I at the close of the session at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts or in a Provisional County, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(iii) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector.

[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(5) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and who have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer Course for a High School Assistant's certificate conducted by the Department of Education, and shall take the final examinations prescribed for Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, who attends throughout the session, and who successfully passes the examinations at the close of the session, may be granted by the Minister a Provisional certificate to teach as a High School Assistant during any one year of the next succeeding three years. He will be admitted to the annual final examinations for an Interim High School Assistant's certificate at the Ontario College of Education in any of these three years. See also subsection (*d*) (iv) on page 19.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under Section 14 (4) (*a*) (iii), and who fail in

one or more of the various tests prescribed for an Interim High School Assistant's certificate may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent college session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination the examinations in all the prescribed subjects of Part I; (iii) candidates who fail in not more than two of the subjects of Part I may rewrite at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed; (iv) candidates who do not pass the final examinations of the High School Assistants' Course within three years of having attended a summer session in this course must re-attend the summer session in order to be eligible for admission to the final examinations for an Interim High School Assistant's certificate.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistants' Course shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

COURSES FOR HIGH SCHOOL SPECIALISTS' CERTIFICATES.

CONDITIONS OF ADMISSION

15. (1) Applicants for admission to the courses for Interim High School Specialists' certificates, or to the final examinations for said certificates, shall also be applicants for admission to the courses for Interim High School Assistants' certificates, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Specialist's certificate or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate.

(2) (*a*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who is also a candidate for admission to the course for an Interim High School Assistant's certificate, shall comply with the conditions for admission prescribed for candidates for Interim High School Assistants' certificates, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said specialist course or to the examinations for the specialist certificate.

(*b*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the specialist certificate.

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a specialist course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the specialist course or examination to which the candidate seeks admission.

(*e*) Exemption from the final examinations of the Specialists' Courses may be granted to intramural candidates, whose fees are paid in full

by May 13, 1943, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

FEES

16. (*a*) When a High School Specialist Course is taken concurrently with the Course for an Interim High School Assistant's certificate, or when a High School Specialist examination is taken concurrently with the examination for an Interim High School Assistant's certificate, there shall be no additional fee. The fee for a specialist course or examination, one or both, taken apart from the course or examination for an Interim High School Assistant's certificate, shall be $5.00 per course or per examination, one or both, as the case may be.

(*b*) When the qualifying examination for admission to a specialist course or examination is taken during the same session as the specialist course or examination there is no additional fee; when it is taken in a different session the fee shall be $5.00.

COURSES

17. (1) Courses shall be offered for Interim High School Specialists' certificates in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, and Home Economics.

(2) Each specialist course shall consist of at least the equivalent of two seminar-periods per week throughout the Winter and Spring terms, and of special Observation and Practice-teaching in the specialist department in which the candidate is an applicant for a certificate.

(3) Courses shall also be offered leading (i) to Interim High School Specialists' certificates in Physical Education under the conditions defined in Section 34 (*c*), (ii) to Interim High School Specialists' certificates in Art under the conditions defined in Section 34 (*d*), and (iii) to Interim High School Specialists' certificates in Music under the conditions defined in Section 34 (*e*).

TEXT-BOOKS

18. Students in the courses for High School Specialists' certificates shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

19. (1) Subject to the condition that no student may be awarded an Interim High School Specialist's certificate who does not already hold or is not also awarded an Interim High School Assistant's certificate, the final standing of students in attendance in the specialist courses of 17 (1) above shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

20. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates referred to in 17 (1) above to students in attendance who have fulfilled the conditions of the course for Interim High School Assistants' certificates, and in their specialist department have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates of 17 (1) above to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a specialist course, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the specialist course concerned.

(3) Students who are awarded Interim Specialists' certificates in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their Specialist certificates endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Specialists' certificates of 17 (1) above will be held at the close of the session at such centres and under such conditions as are set out in 14 (4) (*c*) (ii).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in 14 (4) (*c*) (iii).

SUPPLEMENTARY COURSES

21. Each student in attendance in the Interim High School Assistants, course may also take one of the following supplementary courses (see section 10 (2), page 13).

22. As the supplementary courses are taken concurrently with the course for an Interim High School Assistant's certificate, no additional fee shall be required. The fee for examination in a supplementary course, when taken in a session other than the session of attendance, shall be $2 per examination paper or a maximum of $5.

I. COURSE FOR FIRST CLASS PUBLIC SCHOOL CERTIFICATES

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session, but for completion requires at least the equivalent of one subsequent Summer Session.

CONDITIONS OF ADMISSION

23. Applicants for admission to the course for Interim First Class Public School certificates or to the final examinations for said certificates shall comply with the conditions of admission and attendance prescribed for candidates for Interim High School Assistants' certificates. No candidate will be awarded an Interim First Class Public School certificate *before* he has been awarded an Interim High School Assistant's certificate.

TEXT-BOOKS

24. The text-books for the academic work of the course for Interim First Class Public School certificates shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.

Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

25. The course of training, which is supplementary to the course of training for Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for Interim First Class Public School certificates.

MODIFICATIONS OF THE COURSE

26. (1) Students who take the Mathematics and Science option of the Interim High School Assistants' course shall be exempted from Mathematics (except Arithmetic) and Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observations and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as the option of the Interim High School Assistants' course shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as the

option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

27. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, the final standing of the students in attendance in the course for Interim First Class Public School certificates shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for Interim First Class Public School certificates shall be conducted, *pari passu*, in the terms and under the conditions set out in the Calendar of the course for Interim First Class Public School certificates of the Ontario Normal Schools.

Exemption from the final examinations of that part of the course for Interim First Class Public School certificates which is taken in the regular College session may be granted to intramural candidates, whose fees are paid in full by May 13th, 1943, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

28. (1) (*a*) Subject to the conditions of Sec. 27 (1), and to the conditions defined in Ontario Normal School courses for Interim First Class Public School certificates, a candidate who obtains 50% of the marks in each subject of the course for Interim First Class Public School certificates and 60% of the aggregate of the marks in each of Observation and Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in the Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting

at one annual examination, or, separately, at different annual examinations, the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Regulations 14 (4) (*a*) (i), (ii), (iii), (*b*) and (*c*) (i), (ii), (iii), which apply to candidates for Interim High School Assistants' certificates who are exempt from attendance, shall apply also, *pari passu*, to candidates for Interim First Class Public School certificates who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

II. COURSE FOR ELEMENTARY TYPE A PHYSICAL EDUCATION CERTIFICATES.

III. COURSE FOR ELEMENTARY ART CERTIFICATES.

IV. COURSE FOR ELEMENTARY TYPE A VOCAL MUSIC CERTIFICATES.

V. COURSE FOR ELEMENTARY COMMERCIAL CERTIFICATES.

VI. COURSE FOR ELEMENTARY TYPE A GENERAL SHOP WORK CERTIFICATES.[1]

VII. COURSE FOR ELEMENTARY TYPE B HOME ECONOMICS CERTIFICATES.[1]

VIII. COURSE FOR INTERMEDIATE HOME ECONOMICS CERTIFICATES.[1]

IX. COURSE FOR EDUCATIONAL COUNSELLING CERTIFICATES.

X. COURSE FOR CERTIFICATES IN SCHOOL LIBRARIANSHIP.[1]

29. Students in supplementary courses II-X shall supply themselves with such text-books and equipment as may be recommended by the instructors.

30. The subjects of supplementary courses II-X shall be those set forth in 56, 57, 58, 59, 60, 61, 62 and 64.

31. Observation and Practice-teaching are obligatory in each of the supplementary courses.

[1]These courses may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

EXAMINATIONS

32. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics, Swimming.

FOR MEN: Gymnastics, Apparatus, Games, Swimming.

Fifty per cent. of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent. to the final tests.

Written Examination:

Theory of Physical Education.

(*b*) Art:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice Training.

Written Examinations:

Ear Training, Rudiments of Music, Music Appreciation, Methods.

(*d*) Commercial Subjects:

Practical Tests:

Shorthand, Typewriting, Bookkeeping, Penmanship.

Written Examinations:

Shorthand, Typewriting, Bookkeeping, Methods.

(*e*) General Shop Work:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(*f*) Home Economics:

Practical Tests:

Foods, Clothing, Home Management.

These tests shall consist of the daily work of the students, oral, written and practical tests given throughout the session.

Written Examination:

Methods of instruction and class organization of Home Economics.

(*g*) Educational Counselling:

Practical Tests:

Administering, Scoring and Interpreting Tests; Individual Counselling.

Written Examination:

Theory and Practice of Counselling.

(*h*) School Librarianship:

Practical Tests:

School Library Administration and Book Selection, Reference Work, Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

CERTIFICATES[1]

33. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or standing in Part I of the course for the Elementary Type A certificate in General Shop Work or in Part I of the course for the Elementary Type B certificate in Home Economics or of the course for the Intermediate Home Economics certificate or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or General Shop Work or Elementary Home Economics or School Librarianship or Educational Counselling a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60%

[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Specialist; in Music, the Elementary Type A, the Intermediate Type A, and the Specialist; in Art, the Elementary, Intermediate, and Specialist; in Shop Work, the Elementary Type A; in Home Economics, the Elementary Type B and the Intermediate; in Commercial Subjects, the Elementary; and the Educational Counselling certificate.

of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or General Shop Work or Home Economics or Commercial Subjects or School Librarianship or Educational Counselling whose attendance or progress in any part of the course has been reported as unsatisfactory.

Exemption from the final examinations of Supplementary Courses II-X, inclusive, may be granted to intramural candidates, whose fees are paid in full by May 13th, 1943, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the supplementary courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the supplementary courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses II-X who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or General Shop Work or Home Economics, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

(iv) In Educational Counselling, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

(v) In the Intermediate Home Economics Course, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC AND HOME ECONOMICS

To secure a Specialist's certificate in Physical Education or Art or Vocal Music, the holder of an Intermediate certificate in Physical Education or Art or Vocal Music shall complete successfully a subsequent Summer Session as prescribed by the Minister of Education.

34. (*a*) Students in the High School Assistants' Course who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the Specialist courses listed in 17 (1) except in the case of those referred to in 34 (*c*), (*d*), or (*e*).

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the Elementary, Intermediate and Specialist courses in Physical Education and exemption from the practical exercises and tests of these courses will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto, or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%[1]. These students shall take the final examinations in the Physical Education courses and also the Observation and Practice-teaching.

(*d*) Admission to the Elementary, Intermediate and Specialist courses in Art and exemption from the practical exercises and tests of these courses will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%. These students shall take the final examinations of the Art courses and also the Observation and Practice Teaching.

[1]See also 7(1)(*e*), page 10.

(*e*) Admission to the Elementary, Intermediate and Specialist courses in Music and exemption from attendance at all classes, except those in methods, of these courses will be granted to those students (i) who are otherwise qualified to enter the High School Assistants' course and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%. These students shall take the final examinations of the Music courses and also the Observation and Practice Teaching.

(*f*) Admission to the supplementary course for Intermediate certificates in Home Economics will be granted to those who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year, from a university course, approved by the Minister of Education, in which, for at least the last two years of the course, Home Economics has been a regular subject of study. These students shall take the practical exercises and lectures of the course, the final examinations of the course and also the Observation and Practice Teaching.

35. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under 34 (*a*) and to the Specialist course in Physical Education, Art, or Music under 34 (*c*), (*d*), or (*e*), and to the Intermediate course in Home Economics under 34 (*f*) above shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

Intramural students enrolled in these courses and having their fees paid in full by May 13th, 1943, may be granted exemption from the final examinations of the courses if their progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the courses.

36. (*a*) The subjects of the course for Intermediate certificates in Physical Education are to be found in 56; those of the course for Intermediate certificates in Art in 57; those of the course for Intermediate Vocal Music certificates in 58; and those of the course for the Intermediate certificate in Home Economics in 61.

(*b*) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

37. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Games, Gymnastics.

FOR MEN: Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examination:

Theory of Physical Education.

(*b*) Art:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice and Memory.

Written Examinations:

Ear Training, Harmony, Music Appreciation, Methods.

(*d*) Home Economics:

Practical Tests:

Foods, Clothing, Home Management.

Written Examinations:

Foods, Clothing, Home Management, Methods.

38. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods, or (*c*) in Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and of the practical tests.

Students who are awarded Interim Specialists' certificates in Physical Education, Art or Music (under Section 34 (*c*), (*d*) or (*e*) above) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(2) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art, Physical Education, Vocal Music, and Home Economics who have been awarded Interim High School Assistant's certificates and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In Home Economics, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

DETAILS OF SUBJECTS.

39. The details of the subjects of the courses for Interim High School Assistants' and High School Specialists' certificates, for Intermediate certificates in Art and Home Economics, for Intermediate Type A certificates in Physical Education and Vocal Music, for standing in School Librarianship, for Elementary certificates in Art and Commercial Subjects, for Elementary Type A certificates in Physical Education, Vocal Music and General Shop Work, for Elementary Type B certificates in Home Economics, and for Educational Counselling certificates are given below. For the course for Interim First Class Public School certificates these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for First Class Public School certificates.

THE SCIENCE OF EDUCATION

40. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Brewer: Occupations.
Lincoln: Teaching about Vocational Life.
Mursell: The Psychology of Secondary School Teaching.
Myers: Toward Mental Health in School.
Myers, Little and Robinson: Planning Your Future.
Pressey: Psychology and the New Education.
Ruch: Psychology and Life.
Sandiford: Educational Psychology.

SCHOOL MANAGEMENT AND LAW.

41. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Ontario Normal School Manual: School Organization and Management.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.

ENGLISH.

42. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Bradby: About English Poetry.
Haddow: On the Teaching of Poetry.
Lamborn: Expression.
Lamborn: The Rudiments of Criticism.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

43. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—its Music and Meaning.
Ballard: Thought and Language.
Drinkwater: The Lyric.
Gurrey: The Appreciation of Poetry.
Newbolt: The Teaching of English in England.
Pocock: Pen and Ink.
Raleigh: Style.
Thouless: Straight and Crooked Thinking.

HISTORY

44. The place of history in the High School; the High School courses of study; various possible procedures in the teaching of history; treatment of civics, current events and local history; methods of testing and grading; books and other equipment for the teaching of history.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Johnson: The Teaching of History.
Klapper: The Teaching of History.
The School—bound volumes and current issues.

SEMINAR IN HISTORY

A more intensive study of principles and practices in the teaching of history, with special reference to the more difficult topics.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Johnson: The Teaching of History.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
The Social Studies—bound volumes and current issues.
Year-books—The National Council for the Social Studies.

MATHEMATICS.

45. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools".

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Public School Manual in Arithmetic.
Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS.

(For Specialists in Mathematics and, in part, Mathematics and Physics)

46. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of

presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."
15th *Year-book*—The National Council of Teachers of Mathematics.

GEOGRAPHY.

47. Scope and Method of Geography: Relationship to other subjects of the courses of study; general methods of presentation with advantages and disadvantages of each method.

Regional Geography: Maps; different kinds, importance of each; map drawing; use of pictures, globes and other visual aids; use of text-books, readers, reference books; methods of treatment of typical regions.

Commercial Geography: Factors determining commerce; chief commercial commodities; geographical factors determining their production and distribution; relation of physical features to commerce; commercial geography of selected regions; methods of treatment of typical problems; records of pupils' work.

Physical Geography: Relation of physical to commercial and regional geography; importance of experimental work; use of such aids as contour, isobar, isotherm, and weather maps; chief natural regions; interpretation of the physical geography of Ontario. A discussion of the method of treatment of topics difficult of presentation from the geography prescribed for the High Schools of Ontario.

Books of Reference:

Public School Manual: Geography.
Bowman: Geography in Relation to the Social Sciences.
Chisholm: Handbook of Commercial Geography.
Cornish: Geography of Commerce for Canadians.
Forsaith: Handbook for Geography Teachers.

Morrison: Canadian Commercial Geography.
National Society for the Study of Education: The Teaching of Geography.
Memorandum on the Teaching of Geography (Geo. Philip & Sons).

SCIENCE.

48. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE.

(For Specialists in Science and, in part, Mathematics and Physics)

49. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics difficult of presentation in physiography, physics, chemistry, biology discussed; geological history of the Great Lakes and other geological forms in their relation to the physical features of Ontario; geographical significance of minerals and rocks; protection and colour of animals; migration; hibernation; plants in relation to insects; form and colour of flowers; parasitic and saprophytic plants; insectivorous plants; laws of combination in chemistry; symbols, formulae, and equations; atomic weight, atomic number, periodic law; valency; atomic and molecular theories; Boyle's Law; Charles' Law; atomic structure; absolute temperature; relation of acceleration, momentum, force, and energy; surface tension; flow of liquids.

Books of Reference:

Borradaile: Text-book of Zoology.
Bower: Botany of the Living Plant.
Cornish: Senior Chemistry.
Davis: Natural History of Animals.
Ganong: The Teaching Botanist.
Kerner: Natural History of Plants.
Kimball: College Physics.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Partington: Text-book of Inorganic Chemistry.
Thomson: Everyday Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE.

(For Specialists in Agriculture)[1]

50. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Canadian Agriculture for High Schools.
Dean: Dairying, Farm and Factory.
Lippincott: Poultry Production.
MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Sanderson: Insects of Farm, Garden and Orchard.

CLASSICS (LATIN AND GREEK).

51. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles

[1]Candidates for Specialists' certificates in Agriculture shall take also the course in Science for High School Assistants.

of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Latin for Secondary Schools.
Latin for Today.
Arnold: On Translating Homer.
Bristol: The Teaching of Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Thompson: Homeric Grammar.
Valentine: Latin; its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS.

(For Specialists in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

52. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

53. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Specialists in French and German or Spanish, and, in part, Latin and French, English and French)

54. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in the Upper School during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Specialists)

55. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.

Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.

Bevier: Home Economics in Education.

Brown and Haley: The Teaching of Home Economics.

Cooley, Winchell, Spohr, Marshall: Teaching Home Economics.

Herrington: Home-making.

Kauffman: Teaching Problems in Home Economics.

Rose: Teaching Nutrition to Boys and Girls.

Spafford: A Functioning Program of Home Economics.

Spafford: Fundamentals in Teaching Home Economics.

Winchell: Home Economics for Public School Administrators.

Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

56. PHYSICAL EDUCATION

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.

(b) APPARATUS.

(c) GAMES.

(d) SWIMMING.

PRACTICE (for women):

(a) GYMNASTICS.

(b) GAMES.

(c) RHYTHMICS.

(d) SWIMMING.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

THEORY OF PHYSICAL EDUCATION (for men and women).

PRACTICE (for men):

(a) GYMNASTICS.
(b) APPARATUS.

PRACTICE (for women):

(a) GAMES.
(b) GYMNASTICS.

Books of Reference:

Gymnastics:

Bjorksten: Principles of Gymnastics for Women and Girls, Parts I and II.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Cotteral: Tumbling, Pyramid Building, and Stunts.
Hawtin: Gymnastic Pyramids.
Knudsen: A Textbook of Gymnastics.
McDowell: Gymnastic Movements.
McDowell: Vaulting.
Pederson, Richards, and Andreassen: Primary Gymnastics for Boys.
Powdermaker: Physical Education Play Activities.
Rodgers: A Handbook of Stunts.
Syllabus of Physical Training (1933).

Games and Athletics:

Bartlett: Junior Athletics.
Brandreth: Canadian Book of Games.
Duckett: Athletics, How to Succeed.
Fish: The Theory and Technique of Women's Basketball.
Frymir: Basketball for Women.
Frymir: Track and Field for Women.
Hunt: Football, How to Succeed.
Jackson and Swan: Better Badminton.
Mason and Mitchell: Active Games and Contests.
Meissner and Meyers: Modern Basketball for Girls.
Montgomery: Volleyball for Women.
Official Sports Library for Women: Badminton, Basketball, and Volleyball Guides.
Staley: Games, Contests, and Relays.
Tisdall: The Young Athlete.
Veenker: Basketball for Coaches and Players.

Dancing:

Bryans and Madsen: Scandinavian Dances.
Burchenal: American Country Dances.
English Country Dance Book.
Jarman and Wade: How to Square Dance.
Scottish Country Dance Book.

Swimming:

Canadian Y.M.C.A. Swimming, Diving, and Life-Saving Manual.
Goss: Swimming Analyzed.
Hedges: Swimming, How to Succeed.
Royal Life Saving Society Handbook.
Sheffield: Swimming Simplified.

Theory of Physical Education:

Best and Taylor: The Human Body.
Bowen and McKenzie: Applied Anatomy and Kinesiology.
Broadhurst and Lerrigo: Health Horizons.
Bundy: Anatomy and Physiology.
Burkard, Chambers, Maroney: Health and Human Welfare.
Crisp: Be Healthy.
Evans, Fry: Safety.
First Aid to the Injured.
First Aid Textbook (A.R.C.).
Gogle: A Workbook in Health.
Hawley: The Kinesiology of Corrective Exercise.
Hussey: Teaching for Health.
Lovett: Lateral Curvature of the Spine and Round Shoulders.
McKenzie: Exercise in Education and Medicine.
Meister: Teaching Procedures in Health Education.
Mitchell: Intramural Athletics.
Morrison and Chenoweth: Normal and Elementary Physical Diagnosis.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Nash: Teachable Moments.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Skarstrom: Gymnastic Teaching.
Solandt: Highways to Health.
Wayman: Education Through Physical Education.
Williams: Personal Hygiene Applied.
Williams: The Organization and Administration of Physical Education.

Williams and Brownell: The Administration of Health and Physical Education.

Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

ART

57. COURSE FOR ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Birren: Colour Dimensions.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.
Doten: Fashion Drawing.
Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—vols. I-VI.
Hatton: Perspective; Figure Drawing.
Jacobs: The Art of Colour.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Neale: Picture Study in the Grades.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.

Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Tonks: Colour Practice in Schools—vols. I-II.
Zaidenberg: Anyone Can Draw.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

58. COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Sight Singing:

Major and normal minor scales; modulation to related keys; measures, simple and compound; the pulse-unit and its divisions.

Ear Training:

Pitch: (i) Reproducing individually, short, easy melodic phrases.
(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.
(ii) Writing simple rhythms with the quarter note as the beat note.

Voice Training:

Practice in correct tone production, vowel formation, enunciation of consonants, breath control, correct intonation,—all with a view to presenting a suitable pattern for children.

Rudiments of Music:

Notation (including notes and rests, the staff, the treble, alto, tenor, and bass clefs, and the ordinary musical signs); intervals and their inversion; metre and rhythm, with special reference to accent; diatonic scales (major, harmonic minor, melodic minor); chromatic scales; musical terms in common use; transposition.

Translating from sol-fa syllables to staff notation and vice versa.

Music Appreciation:

Study of topics suggested in the Course of Study, including the human voice, the orchestra, form in music, study of selected recordings, pedagogy.

Songs:

Songs in unison and part songs suited to Grades IX and X; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

Analysis of the course prescribed in theory and sight singing for Grades IX and X; preparation of lesson plans; practice teaching; introducing music in a Secondary School; principles of pedagogy; elementary study of the adolescent voice; teaching simple songs.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Sight Singing:

Review of studies prescribed for the Elementary course; Major, Minor (three forms) scales; Modulation to related keys and Tonic Minor; Studies in Metre and Rhythm.

Ear Training:

Pitch: (i) Reproducing individually, short melodic phrases, Major and Minor, including fe and ta;

(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.

(ii) Writing from dictation rhythms with the quarter note as the unit.

Detection and correction of errors in pupils' performance.

Recognition of Major, Minor and Dominant Seventh Chords in root position.

Voice Training:

A continuation of the subjects prescribed above for the Elementary course.

Harmony:

Primary Chords I, IV, V, and Chords II, VI in root position and 1st inversion; the Dominant Seventh Chord in root position; elementary rules of Part Writing; elementary Composition of School melodies; cadences with the use of the cadential six-four Chord; passing and auxiliary notes; harmonization of folk and hymn tunes in two and three parts only for use with school choirs (within the above limitations).

Music Appreciation:

More advanced study of topics suggested in the Elementary A course.

Songs:

Unison and part songs suitable for Grades XI and XII; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

A review of the subjects prescribed for the Elementary Course; analysis of the course prescribed in Theory and Sight Singing for Grades XI and XII; practice teaching; preparation of lesson plans; more intensive study of the adolescent voice; teaching more difficult songs; the Assembly; extra-curricular activities.

Books of Reference:

Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Gildersleeve, Smith and Bell: Living Songs.
Hill: The Singing Period, Book VII.
Pitts: Voice Class Methods.
Dunstan: The ABC of Musical Theory.
Kitson: Elementary Harmony, Part I.
Warburton: Harmony for Schools and Colleges.
McPherson: Form in Music.
Horwood: Listening to Music.
Stoessel: The Technique of the Baton.

59. COMMERCIAL SUBJECTS

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

Books and Records: (*a*) Journal—specialized subdivisions, columnar adaptations; the making of entries therein, journalizing, four parts of a journal entry, kinds of entries, *e.g.*, opening, routine, adjusting, closing; authorization of entries, source of entries, various rulings, analytic aspect of cash journal. (*b*) Ledger—use and forms, posting, segregation, accounts, sectioning of ledger, controlling accounts and modifications occasioned thereby, periodic summarization and adjustment, inventories, closing accounts, balancing accounts, detection of errors, rulings, folios.

Reports: Balance Sheet, Income and Expense, Analysis of Proprietorship, preparation of reports and classification of items, typical Balance Sheet Accounts, typical Income and Expense Accounts, two methods of calculating the profit or loss, interdependence of these reports, use, frequency and disposition of reports, comparative statements, limitations of Balance Sheet as an aid to management, forms of the reports.

Transactions: Transactions relating to Single Ownership and Partnership, transmitting funds, purchase and sales, credit, trade and cash discounts, returns and allowances, C.O.D. sales, collections, bank dealings, opening bank account, deposits, withdrawals, overdrafts, interest, collections and exchange, business vouchers, purpose and forms of vouchers, bills of lading, receipt, pass book, bank statement, cancelled cheque, certified invoice, negotiable instruments.

Interpretation of elementary financial statements by means of: percentages, graphs, charts, ratios, applications of funds, bookkeeping vocabulary, business terms and abbreviations within the course, reconciliation statement, schedules, classification of items, aging of accounts.

Problems and short sets illustrating and co-ordinating the above theory.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing: ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers; practice teaching of lessons.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.

Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Haynes: Tests and Measurements in Business Education.
Leslie: Functional Method.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Odell and Stuart: Techniques.
Smith: Gregg Typing-Teacher's Handbook.
Articles in "Business Education World," "Journal of Business Education," "Pitmans Journal of Business Education."

60. GENERAL SHOP WORK

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

61. HOME ECONOMICS

COURSE FOR ELEMENTARY TYPE B CERTIFICATE

The subject-matter, laboratory and demonstration practice relating to the prescribed course in Home Economics for Grade IX.

Study of equipment, methodology and organization for the presentation of Home Economics in Grade IX.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

COURSE FOR INTERMEDIATE CERTIFICATE

This course shall be as outlined in section 67.

62. EDUCATIONAL COUNSELLING

The growing need for counselling in the secondary school.

The role of the counsellor in the school.

Psychology of the secondary school pupil, with an emphasis on the personality aspects of human behaviour.

The theory of mental measurement, practice in administering and interpreting group and individual tests of intelligence.

The plan of measurement in education, evaluation of measurement techniques, and practice in test construction.

The measurement of interests, aptitudes, and personality traits.

Directing the study habits of pupils. Remedial work in study habits.

The use of test results and other information in guiding pupils into school programmes suited to their capacities and aims.

Techniques for guiding pupils in the wise choice of occupations.

Elementary educational statistics.

Books of Reference:

Arlitt: The Adolescent.
Bingham: Aptitudes and Aptitude Testing.
Frederick: How to Study Handbook.
Frederick, Ragsdale and Salisbury: Directing Learning.
Hawkes, Lindquist and Mann: The Construction and Use of Achievement Examinations.
Jones: Principles of Guidance.
Mursell: The Psychology of Secondary School Teaching.
Myers: Toward Mental Health in School.
Shaffer: The Psychology of Adjustment.
Symonds: Diagnosing Personality and Conduct.
Terman and Merrill: Measuring Intelligence.

63. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
Lloyd: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

64. SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for smaller schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School library administration, including teaching the use of books and libraries; elementary cataloguing and classification; book selection and reference work.

Books of reference will be recommended by the instructors concerned.

COURSE FOR INTERMEDIATE CERTIFICATES IN HOME ECONOMICS

CONDITIONS OF ADMISSION

65. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 15th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. By order of the Board of Governors, every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

FEES

66. (1) (*a*) (i) Except as provided in the next subsection, the fees of the Intermediate Home Economics course are as follows: tuition fee, $75; incidental fees[1], $11; total fee (if paid in one instalment) $86; first term instalment, which must be paid on or before September 21, $61; second term instalment, due January 4, $25. A library deposit, $1, is also required, and should be paid at the College.

(ii) The student shall pay the first term instalment of fees (see section 66 (1) (*a*) (i) above) on or before the opening date of the Session. The second term instalment is due on January 4; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

(*b*) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the university from which they graduated are outside Ontario, the tuition fee for the regular session or for the session after Christmas is $150 for the course for Intermediate certificates in Household Science. This fee includes library and examination fees.

(*c*) The fee for the examinations in the course for Intermediate certificates in Home Economics when the examinations are taken by students not in attendance is $10 for the course or $2 for each subject of the course.

(2) At the beginning of the session, a deposit of $4.00 will be required from each student. This deposit, less the cost of equipment and apparatus that may have been destroyed, will be returned at the close of the session.

(3) All fees except the library deposit and the laboratory deposit are payable to the bursar of the University of Toronto.

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[1]See footnote, page 10.

COURSE OF STUDY

67. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II.

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

68. (1) Candidates for Intermediate certificates shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests given throughout the session.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.

Clothing, 2 papers.

Home Management, 2 papers.
Elementary Applied Science, 1 paper.
Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

Exemption from the final examinations of the course for Intermediate certificates in Home Economics may be granted to intramural candidates whose fees are paid in full by May 13th, 1943, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, or, separately, at different annual examinations the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

69. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economic certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

70. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular Session and not more than one during a Summer Session.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in one subject but shall take the written examination in the subject.

For one of the above subjects the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) The fee for registration in the course for the degree of Bachelor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $25. The tuition fee for the regular session, which shall include the examination and library fees, is $50. The fee for examination is $5 for each subject. The fee for the degree is $10. All fees shall be paid to the

Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

(7) Subjects of Instruction and Examination.

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

71. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of one subject as defined in (7) below and a thesis as defined in (5) below.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations

and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) The fee for registration in the course for the degree of Doctor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $50; that for the regular session, which shall include the examination and library fees, $75. The fee for examination is $5 per subject and $10 per thesis. The fee for the degree is $25. All fees shall be paid to the Bursar with the application.

(7) The candidate will take one of the following subjects not represented in his course for the B.Paed. degree:

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

72. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Business.

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1943-1944

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1943-1944

THE UNIVERSITY OF TORONTO PRESS
1943

ADMINISTRATIVE OFFICERS

The University

President.....The Hon. and Rev. H. J. Cody, E.D., M.A., D.D., LL.D., D.C.L., F.R.S.C.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Bursar.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....*John Burgon Bickersteth, M.C., M.A.
Director of University Health Service....R. W. I. Urquhart, M.A., M.D.
Assistant Director of University Health Service in charge of Women
Miss G. E. Mulock, M.B.
Manager of the University of Toronto Press.....*A. Gordon Burns, B.A.

Ontario College of Education

President.....The Hon. and Rev. H. J. Cody, E.D., M.A., D.D., LL.D., D.C.L., F.R.S.C.
Dean.....J. G. Althouse, M.A., D.Paed., LL.D.
Director of Department of Educational Research...J. A. Long, B.A., Ph.D.
Supervisor of Practice-Teaching.....
Supervisor of Women Students.....Miss Laura L. Ockley, B.A.
Secretary.....Miss Lyda Swinarton

Note:—Communications relating to standing in all Faculties and Departments and to curricula, instruction, and examination in Law, Dentistry, Pharmacy, Agriculture, Household Science, Music, Gymnastics and Drill, Commerce and Veterinary Science are to be addressed to the Registrar of the University; correspondence regarding curricula, instruction and examinations in a particular Faculty is to be sent to the Secretary of that Faculty, while inquiries with reference to College instruction and residence are to be addressed to the Registrar of the College concerned.

Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto.

**On leave of absence for the duration of the war.*

1943 CALENDAR 1943

JANUARY

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

FEBRUARY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	....	
Tues.	2	9	16	23	....	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

MARCH

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

APRIL

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

MAY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

JUNE

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

JULY

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

AUGUST

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

SEPTEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

OCTOBER

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

NOVEMBER

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

DECEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

1944 CALENDAR 1944

JANUARY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

FEBRUARY

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	....	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

MARCH

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

APRIL

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

MAY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

JUNE

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

JULY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

AUGUST

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

SEPTEMBER

Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

OCTOBER

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

NOVEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

DECEMBER

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

CALENDAR, 1943-1944

1943—June 14.....Summer Session (High School Assistants') opens.
July 5.....Summer Session (Pedagogy) opens.
Aug. 6.....Summer Session (Pedagogy) closes.
Aug. 27.....Summer Session (High School Assistants') closes.
Sept. 27-Oct. 2.....Medical Examination.
Sept. 28.....Lectures begin. Last day for receiving fees.
Sept. 29.....The opening address by the President to the students of all the faculties at 4.15 p.m. in Convocation Hall.
Oct. 7.....Meeting of Council.
Nov. 4.....Meeting of Council.
Nov. 11.....Remembrance Day. Service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 1 p.m.
Dec. 2.....Meeting of Council.
Dec. 17.....Last day of lectures. Term ends at 5 p.m.

1944—Jan. 3.....Winter Term begins at 9 a.m. Last day for receiving the second term instalment of fees.
Jan. 6.....Meeting of Council.
Feb. 3.....Meeting of Council.
Mar. 2.....Meeting of Council.
Apr. 6.....Meeting of Council.
Apr. 7.....Easter Vacation begins.
Apr. 17.....Spring Term begins.
May 19.....Last day of Lectures.
May 22-June 2.....Final examinations.
June 8-9.....University Commencement.

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Educational Counseling, Shop Work (Grade IX) as School Librarians, as High School Assistants and Specialists and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward accredited lists of boarding-houses on request.

COURSES

The following courses are offered:

I. Courses for Interim High School Assistants' certificates; Interim High School Specialists' certificates, including Physical Education, Music, and Art;[1] Interim First Class Public School certificates;[2] Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, General Shop Work and Vocal Music; Interim Intermediate

[1]The courses leading to Specialists' certificates in Physical Education, Music and Art are open only to those who qualify under section 34 (c), (d), or (e).

[2]The courses leading to the Interim First Class Public School certificate, to the Interim Elementary Type A certificate in General Shop Work, to the Interim Intermediate certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Type A certificates in Physical Education, and Vocal Music, Interim Intermediate certificates in Art and Home Economics;[1] Interim certificates in School Librarianship;[1] Interim certificates in Educational Counseling; and for Interim Elementary Commercial certificates.

II. Courses for the B.Paed. degree.

III. Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

SESSION

1. (A) Enrolment will take place and the medical examination will begin Monday, September 27th. The Autumn Term will end December 17th, at 5 p.m., and the Winter Term will begin January 3rd at 9 a.m. The Spring Term will begin April 17th and end June 2nd.

(B) (*a*) From June 14, 1943, to August 27, 1943, a special summer session will be held, leading to a limited interim High School Assistant's certificate. This limited certificate shall be valid for the school year 1943-44 only. The holder of such a certificate may secure a regular interim High School Assistant's certificate by attending a refresher course of one month's duration, to be offered in this College in the summer of 1944, and by passing the examinations of that course.

(*b*) A candidate, otherwise qualified and admitted to the course by the Minister of Education, and holding an Ontario First Class certificate, either interim or permanent, who completes successfully the special summer session, may be awarded by the Minister a regular interim High School Assistant's certificate and may be exempted from the refresher course mentioned in (*a*) above.

(*c*) No supplementary courses or specialist courses shall be offered in the special summer session of 1943, but instruction in teaching the subjects of Grade XIII shall be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(*d*) The requirements for admission to the special summer session shall be those set forth in section 7 of this Calendar, but the application and supporting certificates shall be submitted by the student not later than June 1, 1943, and the medical examination shall begin at 9 a.m. on June 14th.

(*e*) Enrolment in the special summer session and in each of the two options of the High School Assistants' course in that session (see section 10(1))shall be limited to a number to be announced by the Minister of Education on or before May 15th. If more than this number of qualified candidates apply for admission the decision of the Minister as to the selection of candidates to be admitted shall be final.

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[1]See footnote 2 on p. 7.

(*f*) (i) Except as provided in the next subsection, the fees of the special summer session shall be as follows:

Tuition fee for summer session of 1943, to be paid to the Bursar of the University on the opening day of the session, $75; fee for medical examination for admission, to be paid at the College on the opening day of the session, $2; tuition fee for the refresher course of the summer of 1944, $10 (to be paid to the Bursar of the University): library deposit, to be paid at the College, $1 per session. These fees include examinations fees. None of the incidental fees required of students in the regular session shall be required of students in the special summer session.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the special summer session in 1943 shall be $150 and the tuition fee for the summer refresher course in 1944 shall be $20.

(*g*) The course of studies shall be that outlined in section 10 (1) of this Calendar; the details of the subjects of instruction and the books of reference shall be those of sections 40, 41, 42, 44, 45, 47, 48, 51 and 53.

The special summer session shall be divided into two periods, each of approximately 5½ weeks. In the first period, instruction shall be offered in School Management, English, Geography, Latin and Science. In the second period, instruction shall be offered in Science of Education, History, French, and Mathematics. Observation and Practice-teaching shall be stressed in both periods.

(*h*) Limited interim High School Assistants' certificates may be granted by the Minister of Education to those students of the special summer session whose progress and achievement in the course are reported as satisfactory by the Dean and Council of the College. The report of the Dean and Council shall be based upon the term tests, assigned term-work, and practice-teaching of the students, and upon the instructors' observation of the students' interest and effectiveness in the work of the course.

DUTIES OF STUDENTS

2. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a

teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

APPEALS

3. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

4. The Ontario Secondary School Teachers' Federation has founded an annual scholarship of $75 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

5. As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of School Management and Law, Science of Education, English, History or Geography, and Practice Teaching.

HART HOUSE

6. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

COURSE FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES.

CONDITIONS OF ADMISSION

7. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with his or her application.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2 shall be paid by applicants, shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 27th, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 27th to October 2nd.*

In the event of the rejection of an applicant in consequence of the medical examination, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(3) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(4) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

8. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

FEES

9. (*a*) (i) Except as provided in the next subsection, the fees of the High School Assistants' course are as follows:

For men: tuition fee for the regular session or for the session after Christmas, $75; incidental fees[1] $23; total fee (if paid in one instalment) $98; first term instalment, which must be paid on or before September 27, $73; second term instalment, due January 3, $25.[2]

For women: tuition fee for the regular session or for the session after Christmas, $75; incidental fees,[1] $11; total fee (if paid in one instalment), $86; first term instalment, which must be paid on or before September 27, $61; second term instalment, due January 3, $25.[2]

For both men and women: fee for medical examination for admission (see section 7 (2) above), to be paid at the College, $2; library deposit, to be paid at the College, $1.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the regular session or for the session after Christmas shall be $150 for the course for Interim High School Assistants'

[1]The incidental fees for men include fees to Hart House, the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 13).

The incidental fees for women include fees to the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 13).

[2]For penalties on late payment of the second term instalment of fees, see section 9 (*a*) (iii).

certificates or $20 for each subject of said course. These fees include library and examination fees.

(iii) The student shall pay the first term instalment of fees (see section 9 (*a*) (i) above) on or before the opening date of the Session. The second term instalment is due on January 3; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

(*b*) The fee for the examinations in the course for High School Assistants' certificates when the examinations are taken by candidates not in attendance shall be $10 for the course or $2 for each subject of the course.

For extra-mural candidates writing on the examination in Minor Methods of the Course for Elementary Commercial certificates (see Section 33, page 30 and Section 59 (7), page 53) the fee for correction of the required bulletins shall be $10 and the fee for the examination shall be $2.

(*c*) All fees except the fee for medical examination for admission and the library deposit are payable to the bursar of the University of Toronto.

UNIVERSITY HEALTH SERVICE

The facilities of the University Health Service are available to all students, both men and women, in the Ontario College of Education.

The Health Service provides for an annual medical examination of each student. This includes a routine urinalysis, intracutaneous tuberculin test, and an X-ray film of the chest as it may be considered necessary. Should the findings at the initial examination reveal any condition which in the opinion of the Director requires the advice of a specialist, the student will be examined by a consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Such a student will be required to report back to the Health Service at stated intervals during the session in order that the Health Service may know that the student has acted on the advice given him. Should any postural defect or other condition be revealed for which exercises are considered advisable by the Director, arrangements for them will be made with the Director of Physical Education. Should the examination reveal any physical or other defect which, in the opinion of the Director, renders it inadvisable for the student to pursue his course of study, he will be so informed and a report on his case will be sent to the college, faculty or school concerned.

The examination also determines whether or not the physical condition of the student is such that he may participate in athletic sports or games or attend the required physical training classes. *All students must have a medical examination by the Health Service before taking part in any university athletic activity. Students proposing to engage in such activities must make early appointments for their examinations.*

Any student may consult the University Health Service for medical advice between the hours of 9 a.m. and 5 p.m. daily (Saturdays 9 a.m. to 1 p.m.) and by appointment on Sunday if urgent. Any student who is taken ill in lodgings or in a residence and who has not a private physician will be visited if necessary. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) will be made for each visit. These charges are payable by the student to the University Bursar. Any student who is taken ill or injured on the university grounds or premises will be given essential first aid treatment or advice. Further treatment is the responsibility of the student and must be arranged for privately.

While the University does not admit any legal responsibility for injuries sustained by students because of athletic training or competition, the University Health Service has found it possible to provide for a measure of financial assistance towards the care of students injured while engaged in the required physical training classes or in recognized athletic activities on the campus. Such assistance is available only to students who pay the Health Service fee and who have satisfied the requirements of the Athletic Directorate in regard to athletic eligibility, and will be provided solely on the authorization of the Director.

The University Health Service will not meet the expenses of students who are not eligible to receive such assistance. It will not meet the expense of treatment of injuries received while the student is not actually engaged in recognized physical training classes or athletic activities. It will not meet the expense of treatment for which no official arrangements have been made with the Director prior to the end of the academic term in which the athletic injury occurred. Students who secure unauthorized service do so at their own responsibility. In any case involving questions of eligibility, medical and surgical fees, hospitalization, etc., the decision of the Director is final.

The University Health Service has in operation an Infirmary for men and an Infirmary for women. The Infirmary for men is situated on the third floor of the west wing of Hart House, and the Infirmary for women is established, through the co-operation of University College, in connection with the University College Women's Infirmary in the Women's Union, 79 St. George Street. Graduate nurses are in charge of both Infirmaries, and medical supervision is provided by the Health Service staff. These Infirmaries are intended for students with minor illnesses requiring bed care for a period of a few days to a week and are primarily for students in residence or lodgings for whom such care is not otherwise readily available. They are not intended for serious illness or injury requiring hospitalization for longer periods nor for students living at home where bed care is available. Students will be admitted to the Infirmaries on the authorization of the Director or Assistant-Director of the Health Service. While in the Infirmary, a charge of $1.50 per day, payable to the University Bursar, will be made to cover the cost of meals and routine medication.

PROGRAMME OF STUDIES

10. (1) The course of training for Interim High School Assistants' certificates consists of two parts as follows:

Part I: The Science of Education, School Management and Law, English, History, Geography, Defence Training, *and* (*a*) Latin, and one of French, German, Spanish, Greek *or* (*b*) Mathematics and Science.[1]

Part II: Observation and Practice-teaching.

(2) Students in attendance in the Interim High School Assistants' course may also take, if they possess the required academic qualifications, a Specialist's course, and may also take one of these Supplementary courses:

I. Course for First Class Public School certificates.[2]
II. Course for Elementary Type A Physical Education certificates.
III. Course for Elementary Art certificates.
IV. Course for Elementary Type A Vocal Music certificates.
V. Course for Elementary Commercial certificates.[3]
VI. Course for Elementary Type A General Shop Work certificates.[2]
VII. Course for Intermediate Home Economics certificates.[2,4]
VIII. Course for Educational Counseling certificates.[5]
IX. Course for certificates in School Librarianship.[2,6]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

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[1]See Section 13 (*h*).

[2]These courses may not be completed in the regular College Session but require at least the equivalent of one subsequent Summer Session before the candidate will be recommended for the certificate.

[3]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[4]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, in which for at least the last two years of the course, Home Economics has been a regular subject of study.

[5]Admission to this course is restricted to students who have had satisfactory previous training in Psychology.

[6]Admission to this course is limited to fifteen students. If more than this number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

Under the conditions defined in 34(a), students may take the course for the Intermediate certificate in Physical Education or Art or Vocal Music.

(3) *Diction and Voice Production*

At the beginning of the session a short course of lectures on Diction and Voice Production will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

11. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) So far as the conditions permit, the programme of instruction shall be organized on the basis of intensive study of a few subjects at a time.

(3) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in the different grades or forms of the High Schools. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

12. (1) The introductory course defined in 11(3) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(2) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all forms and grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(3) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(4) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (*a*) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(*b*) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(*c*) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(*d*) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(*e*) No candidate shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(*f*) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(*g*) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

(*h*) During the present war, a male student enrolled in the High School Assistants' Course shall be exempted from the sessional and final examinations in any ONE of the subjects of Part I, provided (i) that his application for enrolment in the Canadian Officers' Training Corps, University of Toronto unit, be accepted, (ii) that he is reported by his Commanding Officer as having been regular in attendance at the C.O.T.C. instructional classes and as having made satisfactory progress in them, and

(iii) that he notify the Dean of the College of Education, in writing, on or before December 15th, of the subject in which he desires to claim exemption from examinations.

(*k*) Exemption from the final examinations of the High School Assistants' Course may be granted to intramural candidates, whose fees are paid in full by May 18, 1944, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(4) (*a*) (i) Candidates who are exempted from attendance at the Ontario College of Education, as provided in (2) above, may complete their standing for a certificate by re-writing, at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(ii) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(iii) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present

to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistants' Course, evidence of graduation as required by Section 7 (1) (*e*) on page 11[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(*c*) (i) Candidates exempt from attendance at the Ontario College of Education under 14 (4) (*a*) (iii) and 14 (5) (*a*) shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(ii) Candidates exempt from attendance may take their written examinations in Part I at the close of the session at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts or in a Provisional County, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(iii) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

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[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

(5) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and who have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer Course for a High School Assistant's certificate conducted by the Department of Education,[1] and shall take the final examinations prescribed for Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate,[1] who attends throughout the session, and who successfully passes the examinations at the close of the session, may be granted by the Minister a Provisional certificate to teach as a High School Assistant during any one year of the next succeeding three years. He will be admitted to the annual final examinations for an Interim High School Assistant's certificate at the Ontario College of Education in any of these three years. See also subsection (*d*) (iv) on page 21.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course[1] or have been exempted from attendance under Section 14 (4) (*a*) (iii), and who fail in one or more of the various tests prescribed for an Interim High School

[1]This Summer Session is not the special session to which reference is made in Section 1 (B), page 8; it is the Summer Session conducted by the Department of Education for candidates with previous professional training and teaching experience.

Assistant's certificate may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent college session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination the examinations in all the prescribed subjects of Part I; (iii) candidates who fail in not more than two of the subjects of Part I may rewrite at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed; (iv) candidates who do not pass the final examinations of the High School Assistants' Course within three years of having attended a summer session[1] in this course must re-attend the summer session[1] in order to be eligible for admission to the final examinations for an Interim High School Assistant's certificate.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistants' Course shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

[1]See footnote, p. 20.

COURSES FOR HIGH SCHOOL SPECIALISTS' CERTIFICATES.

CONDITIONS OF ADMISSION

15. (1) Applicants for admission to the courses for Interim High School Specialists' certificates, or to the final examinations for said certificates, shall also be applicants for admission to the courses for Interim High School Assistants' certificates, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Specialist's certificate or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate.

(2) (*a*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who is also a candidate for admission to the course for an Interim High School Assistant's certificate, shall comply with the conditions for admission prescribed for candidates for Interim High School Assistants' certificates, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said specialist course or to the examinations for the specialist certificate.

(*b*) Subject to the conditions and exceptions set forth in 15 (2) (*c*) a candidate for an Interim High School Specialist's certificate who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the specialist certificate.

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a specialist course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the specialist course or examination to which the candidate seeks admission.

(*e*) Exemption from the final examinations of the Specialists' Courses may be granted to intramural candidates, whose fees are paid in full

by May 18, 1944, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

FEES

16. (*a*) When a High School Specialist Course is taken concurrently with the Course for an Interim High School Assistant's certificate, or when a High School Specialist examination is taken concurrently with the examination for an Interim High School Assistant's certificate, there shall be no additional fee. The fee for a specialist course or examination, one or both, taken apart from the course or examination for an Interim High School Assistant's certificate, shall be $5.00 per course or per examination, one or both, as the case may be.

(*b*) When the qualifying examination for admission to a specialist course or examination is taken during the same session as the specialist course or examination there is no additional fee; when it is taken in a different session the fee shall be $5.00.

COURSES

17. (1) Courses shall be offered for Interim High School Specialists' certificates in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, and Home Economics.

(2) Each specialist course shall consist of at least the equivalent of two seminar-periods per week throughout the Winter and Spring terms, and of special Observation and Practice-teaching in the specialist department in which the candidate is an applicant for a certificate.

(3) Courses shall also be offered leading (i) to Interim High School Specialists' certificates in Physical Education under the conditions defined in Section 34 (*c*), (ii) to Interim High School Specialists' certificates in Art under the conditions defined in Section 34 (*d*), and (iii) to Interim High School Specialists' certificates in Music under the conditions defined in Section 34 (*e*).

TEXT-BOOKS

18. Students in the courses for High School Specialists' certificates shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

19. (1) Subject to the condition that no student may be awarded an Interim High School Specialist's certificate who does not already hold or is not also awarded an Interim High School Assistant's certificate, the final standing of students in attendance in the specialist courses of 17 (1) above shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

20. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates referred to in 17 (1) above to students in attendance who have fulfilled the conditions of the course for Interim High School Assistants' certificates, and in their specialist department have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates of 17 (1) above to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a specialist course, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the specialist course concerned.

(3) Students who are awarded Interim Specialists' certificates in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their Specialist certificates endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Specialists' certificates of 17 (1) above will be held at the close of the session at such centres and under such conditions as are set out in 14 (4) (*c*) (ii).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in 14 (4) (*c*) (iii).

SUPPLEMENTARY COURSES

21. Each student in attendance in the Interim High School Assistants' course may also take one of the following supplementary courses (see section 10 (2), page 15).

22. As the supplementary courses are taken concurrently with the course for an Interim High School Assistant's certificate, no additional fee shall be required. The fee for examination in a supplementary course, when taken in a session other than the session of attendance, shall be $2 per examination paper or a maximum of $5.

I. COURSE FOR FIRST CLASS PUBLIC SCHOOL CERTIFICATES

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session, but for completion requires at least the equivalent of one subsequent Summer Session.

CONDITIONS OF ADMISSION

23. Applicants for admission to the course for Interim First Class Public School certificates or to the final examinations for said certificates shall comply with the conditions of admission and attendance prescribed for candidates for Interim High School Assistants' certificates. No candidate will be awarded an Interim First Class Public School certificate *before* he has been awarded an Interim High School Assistant's certificate.

TEXT-BOOKS

24. The text-books for the academic work of the course for Interim First Class Public School certificates shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.

Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

25. The course of training, which is supplementary to the course of training for Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for Interim First Class Public School certificates.

MODIFICATIONS OF THE COURSE

26. (1) Students who take the Mathematics and Science option of the Interim High School Assistants' course shall be exempted from Mathematics (except Arithmetic) and Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observations and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as the option of the Interim High School Assistants' course shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as the

option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

27. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, the final standing of the students in attendance in the course for Interim First Class Public School certificates shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for Interim First Class Public School certificates shall be conducted, *pari passu*, in the terms and under the conditions set out in the Calendar of the course for Interim First Class Public School certificates of the Ontario Normal Schools.

Exemption from the final examinations of that part of the course for Interim First Class Public School certificates which is taken in the regular College session may be granted to intramural candidates, whose fees are paid in full by May 18th, 1944, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

28. (1) (*a*) Subject to the conditions of Sec. 27 (1), and to the conditions defined in Ontario Normal School courses for Interim First Class Public School certificates, a candidate who obtains 50% of the marks in each subject of the course for Interim First Class Public School certificates and 60% of the aggregate of the marks in each of Observation and Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in the Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting

at one annual examination, or, separately, at different annual examinations, the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Regulations 14 (4) (*a*) (i), (ii), (iii), (*b*) and (*c*) (i), (ii), (iii), which apply to candidates for Interim High School Assistants' certificates who are exempt from attendance, shall apply also, *pari passu*, to candidates for Interim First Class Public School certificates who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

II. COURSE FOR ELEMENTARY TYPE A PHYSICAL EDUCATION CERTIFICATES.

III. COURSE FOR ELEMENTARY ART CERTIFICATES.

IV. COURSE FOR ELEMENTARY TYPE A VOCAL MUSIC CERTIFICATES.

V. COURSE FOR ELEMENTARY COMMERCIAL CERTIFICATES.

VI. COURSE FOR ELEMENTARY TYPE A GENERAL SHOP WORK CERTIFICATES.[1]

VII. COURSE FOR INTERMEDIATE HOME ECONOMICS CERTIFICATES.[1]

VIII. COURSE FOR EDUCATIONAL COUNSELING CERTIFICATES.

IX. COURSE FOR CERTIFICATES IN SCHOOL LIBRARIANSHIP.[1]

29. Students in supplementary courses II-IX shall supply themselves with such text-books and equipment as may be recommended by the instructors.

30. The subjects of supplementary courses II-IX shall be those set forth in sections 56, 57, 58, 59, 60, 62 and 64.

31. Observation and Practice-teaching are obligatory in each of the supplementary courses.

[1]These courses may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

EXAMINATIONS

32. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics, Swimming.

FOR MEN: Gymnastics, Apparatus, Games, Swimming.

Fifty per cent. of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent. to the final tests.

Written Examinations:

Theory; Methods and Materials.

(*b*) Art:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice Training.

Written Examinations:

Ear Training, Rudiments of Music, Music Appreciation, Methods.

(*d*) Commercial Subjects:

Practical Tests:

Shorthand, Typewriting, Bookkeeping, Penmanship.

Written Examinations:

Shorthand, Typewriting, Bookkeeping, Methods.

(*e*) General Shop Work:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(*f*) Educational Counseling:

Practical Tests:

Administering, Scoring and Interpreting Tests; Individual Counseling.

Written Examination:

Theory and Practice of Counseling.

(*g*) School Librarianship:

Practical Tests:

School Library Administration and Book Selection, Reference Work, Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

CERTIFICATES[1]

33. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or standing in Part I of the course for the Elementary Type A certificate in General Shop Work or of the course for the Intermediate Home Economics certificate or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or General Shop Work or School Librarianship or Educational Counseling a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

Holders of provisional Elementary Commercial standing, who also hold High School Assistants' certificates, may complete the requirements for an Interim Elementary Commercial Certificate, by passing the examination in Minor Methods. The standing of students writing this examination shall be determined by the combined results of the marks assigned to the six bulletins mentioned in Section 59 (7), page 53, and the records of the final examination in Minor Methods.

[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Specialist; in Music, the Elementary Type A, the Intermediate Type A, and the Specialist; in Art, the Elementary, Intermediate, and Specialist; in Shop Work, the Elementary Type A; in Home Economics, the Intermediate; in Commercial Subjects, the Elementary; and the Educational Counseling certificate.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or General Shop Work or Home Economics or Commercial Subjects or School Librarianship or Educational Counseling whose attendance or progress in any part of the course has been reported as unsatisfactory.

Exemption from the final examinations of Supplementary Courses II-IX, inclusive, may be granted to intramural candidates, whose fees are paid in full by May 18th, 1944, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the supplementary courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the supplementary courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses II-IX who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or General Shop Work or Home Economics, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the

tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

(iv) In Educational Counseling, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

(v) In the Intermediate Home Economics Course, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC AND HOME ECONOMICS

To secure a Specialist's certificate in Physical Education or Art or Vocal Music, the holder of an Intermediate certificate in Physical Education or Art or Vocal Music shall complete successfully a subsequent Summer Session as prescribed by the Minister of Education.

34. (*a*) Students in the High School Assistants' Course who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the Specialist courses listed in 17 (1) except in the case of those referred to in 34 (*c*), (*d*), or (*e*).

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the Specialist course in Physical Education as well as the Elementary and Intermediate courses in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto, or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the Specialist course in Art as well as the Elementary and Intermediate courses in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%.

(*e*) Admission to the Specialist course in Music as well as to the Elementary and Intermediate courses in Music will be granted to those students (i) who are otherwise qualified to enter the High School Assistants' course and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who are otherwise qualified to enter the High School Assistants' course and hold the teacher's or performer's diploma of the Toronto Conservatory of Music in Singing, or (iii) who hold the degree of

Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%.

(*f*) Admission to the supplementary course for Intermediate certificates in Home Economics will be granted to those who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year, from a university course, approved by the Minister of Education, in which, for at least the last two years of the course, Home Economics has been a regular subject of study. These students shall take the practical exercises and lectures of the course, the final examinations of the course and also the Observation and Practice Teaching.

35. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under 34 (*a*) and to the Specialist course in Physical Education, Art, or Music under 34 (*c*), (*d*), or (*e*), and to the Intermediate course in Home Economics under 34 (*f*) above shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

Intramural students enrolled in these courses and having their fees paid in full by May 18th, 1944, may be granted exemption from the final examinations of the courses if their progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the courses.

36. (*a*) The subjects of the course for Intermediate certificates in Physical Education are to be found in 56; those of the course for Intermediate certificates in Art in 57; those of the course for Intermediate Vocal Music certificates in 58; and those of the course for the Intermediate certificate in Home Economics in 61.

(*b*) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

37. (*a*) Physical Education:

Practical Tests:

FOR WOMEN: Games, Gymnastics.

FOR MEN: Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examinations:

Theory; Methods and Materials

(*b*) Art:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(*c*) Vocal Music:

Practical Tests:

Sight Singing, Voice and Memory.

Written Examinations:

Ear Training, Harmony, Music Appreciation, Methods.

(*d*) Home Economics:

Practical Tests:

Foods, Clothing, Home Management.

Written Examinations:

Foods, Clothing, Home Management, Methods.

38. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods, or (*c*) in Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and of the practical tests.

Students who are awarded Interim Specialists' certificates in Physical Education, Art or Music (under Section 34 (*c*), (*d*) or (*e*) above) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(2) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art,

Physical Education, Vocal Music, and Home Economics who have been awarded Interim High School Assistant's certificates and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examinations but pass in all the subjects of the practical tests may complete their standing by passing the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In Home Economics, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

DETAILS OF SUBJECTS.

39. The details of the subjects of the courses for Interim High School Assistants' and High School Specialists' certificates, for Intermediate certificates in Art and Home Economics, for Intermediate Type A certificates in Physical Education and Vocal Music, for standing in School Librarianship, for Elementary certificates in Art and Commercial Subjects, for Elementary Type A certificates in Physical Education, Vocal Music and General Shop Work, and for Educational Counseling certificates are given below. For the course for Interim First Class Public School certificates these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for First Class Public School certificates.

THE SCIENCE OF EDUCATION

40. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counseling.

Books of Reference:

Billings: Group Methods of Studying Occupations.
Brewer: Occupations.
Gates: Educational Psychology.
Mursell: The Psychology of Secondary School Teaching.
Myers: Toward Mental Health in School.
Myers, Little and Robinson: Planning Your Future.
Pressey: Psychology and the New Education.
Ruch: Psychology and Life.
Sandiford: Educational Psychology.
Williamson and Hahn: Introduction to High School Counseling.

SCHOOL MANAGEMENT AND LAW.

41. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH.

42. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

43. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: On Teaching The Mother Tongue.
Ballard: Thought and Language.
Bradbrook: Elizabethan Stage Conditions.
Diltz: Poetic Pilgrimage.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.
Thouless: Straight and Crooked Thinking.
Weekley: Something About Words.

HISTORY

44. The place of history in the High School; the High School courses of study; various possible procedures in the teaching of history; treatment of civics, current events and local history; methods of testing and grading; books and other equipment for the teaching of history.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Klapper: The Teaching of History.
Wesley: Teaching the Social Studies.
The School—bound volumes and current issues.

SEMINAR IN HISTORY

A more intensive study of principles and practices in the teaching of history, with special reference to the more difficult topics.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Johnson: The Teaching of History.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
The Social Studies—bound volumes and current issues.
Year-books—The National Council for the Social Studies.

MATHEMATICS.

45. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools".

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.

Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS.

(For Specialists in Mathematics and, in part, Mathematics and Physics)

46. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."
15th and *17th Year-books*—The National Council of Teachers of Mathematics.

GEOGRAPHY.

47. Scope and Method of Geography: Relationship to other subjects of the courses of study; general methods of presentation with advantages and disadvantages of each method.

Regional Geography: Maps; different kinds, importance of each; map drawing; use of pictures, globes and other visual aids; use of text-books, readers, reference books; methods of treatment of typical regions.

Commercial Geography: Factors determining commerce; chief commercial commodities; geographical factors determining their production and distribution; relation of physical features to commerce; commercial geography of selected regions; methods of treatment of typical problems; records of pupils' work.

Physical Geography: Relation of physical to commercial and regional geography; importance of experimental work; use of such aids as contour,

isobar, isotherm, and weather maps; chief natural regions; interpretation of the physical geography of Ontario. A discussion of the method of treatment of topics difficult of presentation from the geography prescribed for the High Schools of Ontario.

Books of Reference:

Public School Manual: Geography.
Bowman: Geography in Relation to the Social Sciences.
Chisholm: Handbook of Commercial Geography (Revised Edition).
Cornish: Geography of Commerce for Canadians.
Forsaith: Handbook for Geography Teachers.
Morrison: Commercial and Economic Geography.
National Society for the Study of Education: The Teaching of Geography.
Memorandum on the Teaching of Geography (Geo. Philip & Sons).

SCIENCE.

48. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of

sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE.

(For Specialists in Science and, in part, Mathematics and Physics)

49. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics difficult of presentation in physiography, physics, chemistry, biology discussed; geological history of the Great Lakes and other geological forms in their relation to the physical features of Ontario; geographical significance of minerals and rocks; protection and colour of animals; migration; hibernation; plants in relation to insects; form and colour of flowers; parasitic and saprophytic plants; insectivorous plants; laws of combination in chemistry; symbols, formulae, and equations; atomic weight, atomic number, periodic law; valency; atomic and molecular theories; Boyle's Law; Charles' Law; atomic structure; absolute temperature; relation of acceleration, momentum, force, and energy; surface tension; flow of liquids.

Books of Reference:

Borradaile: A Manual of Elementary Zoology.
Bower: Botany of the Living Plant.
Cornish: Senior Chemistry.
Davis: Natural History of Animals.
Ganong: The Teaching Botanist.
Kerner: Natural History of Plants.
Kimball: College Textbook of Physics.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Partington: Text-book of Inorganic Chemistry.
Thomson: Biology for Everyman.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE.

(For Specialists in Agriculture)[1]

50. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Canadian Agriculture for High Schools.
Dean: Dairying, Farm and Factory.
Lippincott: Poultry Production.

[1]Candidates for Specialists' certificates in Agriculture shall take also the course in Science for High School Assistants.

MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Sanderson: Insects of Farm, Garden and Orchard.

CLASSICS (LATIN AND GREEK).

51. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin; its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS.

(For Specialists in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

52. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

53. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Specialists in French and German or Spanish, and, in part, Latin and French, English and French)

54. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in the Upper School during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Specialists)

55. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown and Haley: The Teaching of Home Economics.
Cooley, Winchell, Spohr, Marshall: Teaching Home Economics.
Herrington: Home-making.
Kauffman: Teaching Problems in Home Economics.
Rose: Teaching Nutrition to Boys and Girls.
Spafford: A Functioning Program of Home Economics.
Spafford: Fundamentals in Teaching Home Economics.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

DEFENCE TRAINING

This course is outlined in the Courses of Study for Grades IX-XII inclusive, issued by the Ontario Department of Education, Toronto.

Books of Reference:

Books and Army and Air Force Training Pamphlets as recommended in the Courses of Study.

Defence Training (C. J. Eustace, editor).

56. HEALTH AND PHYSICAL EDUCATION

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
- (*a*) Gymnastics.
- (*b*) Apparatus.
- (*c*) Games.
- (*d*) Swimming.

Practice (for women):
- (*a*) Gymnastics.
- (*b*) Games.
- (*c*) Rhythmics.
- (*d*) Swimming.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
- (*a*) Gymnastics.
- (*b*) Apparatus.

Practice (for women):
- (*a*) Games.
- (*b*) Gymnastics.

Books of Reference:

Texts as recommended in the Courses of Study in Health and Physical Education of the Ontario Department of Education.

Physical Education:

Bartlett: Junior Athletics.
Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bunn: Basketball Methods.
Bundy: Anatomy and Physiology.
Hawley: The Kinesiology of Corrective Exercise.

Hawtin: Gymnastic Pyramids.
LaPorte and Renner: The Tumbler's Manual.
Lovett: Lateral Curvature of the Spine and Round Shoulders.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Mitchell: Intramural Athletics.
Morrison and Chenoweth: Normal and Elementary Physical Diagnosis.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Tisdall: The Young Athlete.
Wayman: Education Through Physical Education.
West: The Gymnast's Manual.
Williams: The Organization and Administration of Physical Education.

Health Education:
Andress, Goldberger, Hallock: Helping the Body in its Work.
Andress, Goldberger, Hallock: The Healthy Home and Community.
Broadhurst and Lerrigo: Health Horizons.
Chenoweth and Selkirk: School Health Problems.
Evans, Fry: Safety.
Gogle: A Workbook in Health.
Nash: Teachable Moments.
Nyswander: Solving School Health Problems.
Solandt: Highways to Health.
Williams: Personal Hygiene Applied.
Williams and Brownell: The Administration of Health and Physical Education.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

ART

57. COURSE FOR ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Birren: Colour Dimensions.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.
Doten: Fashion Drawing.
Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—vols. I-VI.
Hatton: Perspective; Figure Drawing.
Jacobs: The Art of Colour.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Neale: Picture Study in the Grades.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.
Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Tonks: Colour Practice in Schools—vols. I-II.
Zaidenberg: Anyone Can Draw.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

58. COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Sight Singing:

Major and normal minor scales; modulation to related keys; measures, simple and compound; the pulse-unit and its divisions.

Ear Training:

Pitch: (i) Reproducing individually, short, easy melodic phrases.
(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.
(ii) Writing simple rhythms with the quarter note as the beat note.

Voice Training:

Practice in correct tone production, vowel formation, enunciation of consonants, breath control, correct intonation,—all with a view to presenting a suitable pattern for children.

Rudiments of Music:

Notation (including notes and rests, the staff, the treble, alto, tenor, and bass clefs, and the ordinary musical signs); intervals and their inversion; metre and rhythm, with special reference to accent; diatonic scales (major, harmonic minor, melodic minor); chromatic scales; musical terms in common use; transposition.

Translating from sol-fa syllables to staff notation and vice versa.

Music Appreciation:

Study of topics suggested in the Course of Study, including the human voice, the orchestra, form in music, study of selected recordings, pedagogy.

Songs:

Songs in unison and part songs suited to Grades IX and X; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

Analysis of the course prescribed in theory and sight singing for Grades IX and X; preparation of lesson plans; practice teaching; introducing music in a Secondary School; principles of pedagogy; elementary study of the adolescent voice; teaching simple songs.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Sight Singing:

Review of studies prescribed for the Elementary course; Major, Minor (three forms) scales; Modulation to related keys and Tonic Minor; Studies in Metre and Rhythm.

Ear Training:

Pitch: (i) Reproducing individually, short melodic phrases, Major and Minor, including fe and ta;

(ii) Writing from dictation, phrases of four or five tones.

Rhythm: (i) Reproducing rhythmic groups by tapping, etc.

(ii) Writing from dictation rhythms with the quarter note as the unit.

Detection and correction of errors in pupils' performance.

Recognition of Major, Minor and Dominant Seventh Chords in root position.

Voice Training:

A continuation of the subjects prescribed above for the Elementary course.

Harmony:

Primary Chords I, IV, V, and Chords II, VI in root position and 1st inversion; the Dominant Seventh Chord in root position; elementary rules of Part Writing; elementary Composition of School melodies; cadences with the use of the cadential six-four Chord; passing and auxiliary notes; harmonization of folk and hymn tunes in two and three parts only for use with school choirs (within the above limitations).

Music Appreciation:

More advanced study of topics suggested in the Elementary A course.

Songs:

Unison and part songs suitable for Grades XI and XII; expression and interpretation; blending of voices in part singing; conducting; memorizing of songs.

Methods:

A review of the subjects prescribed for the Elementary Course; analysis of the course prescribed in Theory and Sight Singing for Grades XI and XII; practice teaching; preparation of lesson plans; more intensive study of the adolescent voice; teaching more difficult songs; the Assembly; extra-curricular activities.

Books of Reference:

Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Gildersleeve, Smith and Bell: Living Songs.
Hill: The Singing Period, Book VII.
Pitts: Voice Class Methods.
Dunstan: The ABC of Musical Theory.
Kitson: Elementary Harmony, Part I.
Warburton: Harmony for Schools and Colleges.
McPherson: Form in Music.
Horwood: Listening to Music.
Stoessel: The Technique of the Baton.

59. COMMERCIAL SUBJECTS

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing: ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outling courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

(7) For holders of provisional Elementary Commercial standing, who also hold High School Assistants' certificates, and who seek to complete the requirements for an Interim Elementary Commercial Certificate by passing the examination in Minor Methods, six bulletins have been prepared. These candidates shall complete the six bulletins before writing the final examination in Minor Methods. The fee for these bulletins shall be $10. (See Section (9) (*b*), page 13).

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Frederick: How to Study Handbook.
Haynes: Tests and Measurements in Business Education.
Holland: Principles of Teaching Applied to Pitman Shorthand.
Koopman-Kester; Bookkeeping and Accounting, 2 Vols.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice.
Smith: Gregg Typing-Teacher's Handbook.
Articles in "Business Education World," "Journal of Business Education," "Pitmans Journal of Business Education."

60. GENERAL SHOP WORK

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

61. COURSE FOR INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

This course shall be as outlined in section 67.

62. EDUCATIONAL COUNSELING

The growing need for vocational and educational counseling in the secondary school.

The role of the counselor in the school.

Psychology of the secondary school pupil, with an emphasis on the personality aspects of human behaviour.

The theory of mental measurement, practice in administering and interpreting group and individual tests of intelligence.

The plan of measurement in education, evaluation of measurement techniques, and practice in test construction.

The measurement of interests, aptitudes, and personality traits.

Directing the study habits of pupils. Remedial work in study habits.

The use of test results and other information in guiding pupils into school programmes suited to their capacities and aims.

Techniques for guiding pupils in the wise choice of occupations.

Elementary educational statistics.

Books of Reference:

Arlitt: The Adolescent.
Billings: Group Methods of Studying Occupations.
Bingham: Aptitudes and Aptitude Testing.
Frederick: How to Study Handbook.
Frederick, Ragsdale and Salisbury: Directing Learning.
Germane and Germane: Personnel Work in High School.
Hawkes, Lindquist and Mann: The Construction and Use of Achievement Examinations.
Jones: Principles of Guidance.
Mursell: The Psychology of Secondary School Teaching.

Myers: Principles and Techniques of Vocational Guidance.
Myers: Toward Mental Health in School.
Shaffer: The Psychology of Adjustment.
Symonds: Diagnosing Personality and Conduct.
Terman and Merrill: Measuring Intelligence.
Williamson and Hahn: Introduction to High School Counseling.

63. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

64. SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for smaller schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School library administration and book selection, including teaching the use of books and libraries; reference work; elementary cataloguing and classification.

Books of reference will be recommended by the instructors concerned.

COURSE FOR INTERMEDIATE CERTIFICATES IN HOME ECONOMICS

CONDITIONS OF ADMISSION

65. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 15th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

FEES

66. (1) (*a*) (i) Except as provided in the next subsection, the fees of the Intermediate Home Economics course are as follows: tuition fee, for the regular session or for the session after Christmas, $75; incidental fees,[1] $11; total fee (if paid in one instalment) $86 ; first term instalment, which must be paid on or before September 27, $61; second term instalment, due January 3, $25. A library deposit, $1, is also required, and should be paid at the College.

(ii) The student shall pay the first term instalment of fees (see section 66 (1) (*a*) (i) above) on or before the opening date of the Session. The second term instalment is due on January 3; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

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[1]See footnote 1, page 12.

(*b*) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the university from which they graduated are outside Ontario, the tuition fee for the regular session or for the session after Christmas is $150 for the course for Intermediate certificates in Household Science. This fee includes library and examination fees.

(*c*) The fee for the examinations in the course for Intermediate certificates in Home Economics when the examinations are taken by students not in attendance is $10 for the course or $2 for each subject of the course.

(2) At the beginning of the session, a deposit of $4.00 will be required from each student. This deposit, less the cost of equipment and apparatus that may have been destroyed, will be returned at the close of the session.

(3) All fees except the library deposit and the laboratory deposit are payable to the bursar of the University of Toronto.

COURSE OF STUDY

67. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II.

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

68. (1) Candidates for Intermediate certificates shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests given throughout the session.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.
Clothing, 2 papers.
Home Management, 2 papers.
Elementary Applied Science, 1 paper.
Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

Exemption from the final examinations of the course for Intermediate certificates in Home Economics may be granted to intramural candidates whose fees are paid in full by May 18th, 1944, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, or, separately, at different annual examinations the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

69. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economic certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

70. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular Session and not more than one during a Summer Session.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in one subject but shall take the written examination in the subject.

For one of the above subjects the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) The fee for registration in the course for the degree of Bachelor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $25. The tuition fee for the regular session, which shall include the examination and library fees, is $50. The fee for examination is $5 for each subject. The fee for the degree is $10. All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

(7) Subjects of Instruction and Examination.

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

71. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of one subject as defined in (7) below and a thesis as defined in (5) below.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) The fee for registration in the course for the degree of Doctor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $50; that for the regular session, which shall include the examination and library fees, $75. The fee for examination is $5 per subject and $10 per thesis. The fee for the degree is $25. All fees shall be paid to the Bursar with the application.

(7) The candidate will take one of the following subjects not represented in his course for the B.Paed. degree:

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

72. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Business.

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1944 - 1945

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1944-1945

THE UNIVERSITY OF TORONTO PRESS
1944

ADMINISTRATIVE OFFICERS

The University

President.....The Hon. and Rev. H. J. Cody, C.M.G., E.D., M.A., D.D., LL.D., D.C.L., F.R.S.C.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Bursar.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....*John Burgon Bickersteth, M.C., M.A.
Director of University Health Service....R. W. I. Urquhart, M.A., M.D.
Assistant Director of University Health Service in charge of Women
Miss G. E. Mulock, M.B.
Manager of the University of Toronto Press.....*A. Gordon Burns, B.A.

Ontario College of Education

President.....The Hon. and Rev. H. J. Cody, C.M.G., E.D., M.A., D.D., LL.D., D.C.L., F.R.S.C.
Dean.....A. C. Lewis, M.A., D.Paed.
Director of Department of Educational Research...J. A. Long, B.A., Ph.D.
Supervisor of Practice-Teaching.....
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

**On leave of absence for the duration of the war.*

1944 CALENDAR 1944

JANUARY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

FEBRUARY

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	....	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

MARCH

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

APRIL

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

MAY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

JUNE

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

JULY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

AUGUST

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

SEPTEMBER

Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

OCTOBER

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

NOVEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

DECEMBER

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

1945 CALENDAR 1945

JANUARY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

FEBRUARY

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	....	
Fri.	2	9	16	23	....	
Sat.	3	10	17	24	....	

MARCH

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

APRIL

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

MAY

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

JUNE

Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

JULY

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

AUGUST

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

SEPTEMBER

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

OCTOBER

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

NOVEMBER

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

DECEMBER

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

CALENDAR, 1944-1945

1944—June 12.....Summer Session (High School Assistants') opens.
July 3.....Summer Session (Pedagogy) opens.
July 3.....Refresher Course (High School Assistants') opens.
July 28.....Refresher Course (High School Assistants') closes.
Aug. 4.....Summer Session (Pedagogy) closes.
Aug. 25.....Summer Session (High School Assistants') closes.
Sept. 26-30.....Medical Examination.
Sept. 27.....Lectures begin. Last day for receiving fees.
Sept. 27.....The opening address by the President to the students of all faculties at 4.15 p.m. in Convocation Hall.
Oct. 5.....Meeting of Council.
Nov. 2.....Meeting of Council.
Nov. 11.....Remembrance Day service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 1 p.m.
Dec. 7.....Meeting of Council.
Dec. 20.....Last day of lectures. Term ends at 5 p.m.

1945—Jan. 3.....Winter Term begins at 9 a.m. Last day for receiving the second term instalment of fees.
Jan. 4.....Meeting of Council.
Feb. 1.....Meeting of Council.
Mar. 1.....Meeting of Council.
Mar. 30.....Easter Vacation begins.
Apr. 9.....Spring Term begins.
May 3.....Meeting of Council.
May 18.....Last day of Lectures.
May 21-June 1.....Final examinations.
June 7-8.....University Commencement.

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Educational Counselling, Shop Work (Grade IX), as School Librarians, as High School Assistants and Specialists and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward accredited lists of boarding-houses on request.

COURSES

The following courses are offered:

I. Courses for Interim High School Assistants' certificates; Interim High School Specialists' certificates, including Physical Education, Music, and Art;[1] Interim First Class Public School certificates; Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, General Shop Work and Vocal Music; Interim Intermediate

[1]The courses leading to Specialists' certificates in Physical Education, Music and Art are open only to those who qualify under section 34 (c), (d), or (e).

[2]The courses leading to the Interim Elementary Type A certificate in General Shop Work, to the Interim Intermediate certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Type A certificates in Physical Education, and Vocal Music, Interim Intermediate certificates in Art and Home Economics;[1] Interim certificates in School Librarianship;[1] Interim certificates in Educational Counselling; and for Interim Elementary Commercial certificates.

II. Courses for the B.Paed. degree.

III. Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

SESSION

1. (A) Enrolment will take place and the medical examination will begin Tuesday, September 26th. The Autumn Term will end December 20th, at 5 p.m., and the Winter Term will begin January 3rd at 9 a.m. The Spring Term will begin April 9th and end June 1st.

(B) (*a*) From July 3, 1944 to July 28, 1944, a refresher course will be held for those who attended the 1943 Special Summer Session and must attend a refresher course of one month's duration and pass the examinations of that course in order to secure regular Interim High School Assistants' certificates.

(*b*) From June 12, 1944, to August 25, 1944, a special summer session will be held, leading to a limited interim High School Assistant's certificate. This limited certificate shall be valid for the school year 1944-45 only. The holder of such a certificate may secure a regular interim High School Assistant's certificate by attending a refresher course of one month's duration, to be offered in this College in the summer of 1945, and by passing the examinations of that course.

(*c*) A candidate, otherwise qualified and admitted to the course by the Minister of Education, and holding an Ontario First Class certificate, either interim or permanent, who completes successfully the special summer session, may be awarded by the Minister a regular interim High School Assistant's certificate and may be exempted from the refresher course mentioned in (*a*) above.

(*d*) No supplementary courses or specialist courses shall be offered in the special summer session of 1944, but instruction in teaching the subjects of Grade XIII shall be provided for those deemed by the Dean and Council of the College to be capable of profiting by such instruction.

(*e*) The requirements for admission to the special summer session shall be those set forth in section 7 of this Calendar, but the application and supporting certificates shall be submitted by the student not later than May 27, 1944, and the medical examination shall begin at 9 a.m. on June 12th.

[1]See footnote 2 on p. 7.

(*f*) Enrolment in the special summer session and in each of the two options of the High School Assistants' course in that session (see section 10(1))shall be limited to a number to be announced by the Minister of Education on or before May 15th. If more than this number of qualified candidates apply for admission the decision of the Minister as to the selection of candidates to be admitted shall be final.

(*g*) (i) Except as provided in the next subsection, the fees of the special summer session shall be as follows:

Tuition fee for summer session of 1944, to be paid to the Bursar of the University on or before the opening day of the session, $75; fee for medical examination for admission, to be paid at the College on the opening day of the session, $2; tuition fee for the refresher courses of the summers of 1944 and 1945, $10 each (to be paid to the Bursar of the University): library deposit, to be paid at the College, $1 per session. These fees include examinations fees. None of the incidental fees required of students in the regular session shall be required of students in the special summer session.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the special summer session in 1944 shall be $150 and the tuition fee for the summer refresher courses of 1944 and of 1945 shall be $20.

(*h*) The course of studies shall be that outlined in section 10 (1) of this Calendar; the details of the subjects of instruction and the books of reference shall be those of sections 40, 41, 42, 44, 46, 48, 49, 52 and 54.

Observation and Practice-teaching shall be stressed.

(*i*) Limited interim High School Assistants' certificates may be granted by the Minister of Education to those students of the special summer session whose progress and achievement in the course are reported as satisfactory by the Dean and Council of the College. The report of the Dean and Council shall be based upon the term tests, assigned term-work, and practice-teaching of the students, and upon the instructors' observation of the students' interest and effectiveness in the work of the course.

DUTIES OF STUDENTS

2. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a

teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

APPEALS

3. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

4. The Ontario Secondary School Teachers' Federation has founded an annual scholarship of $75 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE PAKENHAM MEMORIAL PRIZE

5. As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of School Management and Law, Science of Education, English, History or Geography, and Practice Teaching.

HART HOUSE

6. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

COURSE FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES.

CONDITIONS OF ADMISSION

7. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with his or her application.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination, for which a fee of $2 shall be paid by applicants, shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 26th, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 26th to 30th.*

In the event of the rejection of an applicant in consequence of the medical examination, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(3) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(4) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

8. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

FEES

9. (*a*) (i) Except as provided in the next subsection, the fees of the High School Assistants' course are as follows:

For men: tuition fee for the regular session or for the session after Christmas, $75; incidental fees[1] $23; total fee (if paid in one instalment) $98; first term instalment, which must be paid on or before September 26th, $73; second term instalment, if not already paid, is payable on January 20th, $25.[2]

For women: tuition fee for the regular session or for the session after Christmas, $75; incidental fees,[1] $11; total fee (if paid in one instalment), $86; first term instalment, which must be paid on or before September 26th, $61; second term instalment, if not already paid, is payable on January 20th, $25.[2]

For both men and women: fee for medical examination for admission (see section 7 (2) above), to be paid at the College, $2; library deposit, to be paid at the College, $1.

(ii) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the tuition fee for the regular session or for the session after Christmas shall be $150 for the course for Interim High School Assistants'

[1]The incidental fees for men include fees to Hart House, the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 13).

The incidental fees for women include fees to the Students' Administrative Council, the Athletic Association and the University Health Service. (See page 13).

[2]For penalties on late payment of the second term instalment of fees see section 9 (*a*) (iii).

certificates or $20 for each subject of said course. These fees include library and examination fees.

(iii) The student shall pay the first term instalment of fees (see section 9 (*a*) (i) above) on or before the opening date of the Session. The second term instalment, if not already paid, is payable on January 20th; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

(*b*) The fee for the examinations in the course for High School Assistants' certificates when the examinations are taken by candidates not in attendance shall be $10 for the course or $2 for each subject of the course.

For extra-mural candidates writing on the examination in Minor Methods of the Course for Elementary Commercial certificates (see Sections 33 and 61 (7))the fee for correction of the required bulletins shall be $10 and the fee for the examination shall be $2.

(*c*) All fees except the fee for medical examination for admission and the library deposit are payable to the Bursar of the University of Toronto.

UNIVERSITY HEALTH SERVICE

The facilities of the University Health Service are available to all students, both men and women.

The Health Service provides for an annual medical examination of each student. This includes a routine urinalysis, intracutaneous tuberculin test, and an X-ray film of the chest as it may be considered necessary. Should the findings at the initial examination reveal any condition which in the opinion of the Director requires the advice of a specialist, the student will be examined by a consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Such a student will be required to report back to the Health Service at stated intervals during the session in order that the Health Service may know that the student has acted on the advice given him. Should any postural defect or other condition be revealed for which exercises are considered advisable by the Director, arrangements for them will be made with the Director of Physical Education. Should the examination reveal any physical or other defect which, in the opinion of the Director, renders it inadvisable for the student to pursue his course of study, he will be so informed and a report on his case will be sent to the college, faculty or school concerned.

The examination also determines whether or not the physical condition of the student is such that he may participate in athletic sports or games or attend the required physical training classes. *All students must have a medical examination by the Health Service before taking part in any university athletic activity. Students proposing to engage in such activities must make early appointments for their examinations.*

Any student may consult the University Health Service for medical advice between the hours of 9 a.m. and 5 p.m. daily (Saturdays 9 a.m. to 1 p.m.) and by appointment on Sunday if urgent. Any student who is taken ill in lodgings or in a residence and who has not a private physician will be visited if necessary. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) will be made for each visit. These charges are payable by the student to the University Bursar. Any student who is taken ill or injured on the university grounds or premises will be given essential first aid treatment or advice. Further treatment is the responsibility of the student and must be arranged for privately.

While the University does not admit any legal responsibility for injuries sustained by students because of athletic training or competition, the University Health Service has found it possible to provide for a measure of financial assistance towards the care of students injured while engaged in the required physical training classes or in recognized athletic activities on the campus. Such assistance is available only to students who pay the Health Service fee and who have satisfied the requirements of the Athletic Directorate in regard to athletic eligibility, and will be provided solely on the authorization of the Director.

The University Health Service will not meet the expenses of students who are not eligible to receive such assistance. It will not meet the expense of treatment of injuries received while the student is not actually engaged in recognized physical training classes or athletic activities. It will not meet the expense of treatment for which no official arrangements have been made with the Director prior to the end of the academic term in which the athletic injury occurred. Students who secure unauthorized service do so at their own responsibility. In any case involving questions of eligibility, medical and surgical fees, hospitalization, etc., the decision of the Director is final.

The University Health Service has in operation an Infirmary for men and an Infirmary for women. The Infirmary for men is situated on the third floor of the west wing of Hart House, and the Infirmary for women is established, through the co-operation of University College, in connection with the University College Women's Infirmary in the Women's Union, 79 St. George Street. Graduate nurses are in charge of both Infirmaries, and medical supervision is provided by the Health Service staff. These Infirmaries are intended for students with minor illnesses requiring bed care for a period of a few days to a week and are primarily for students in residence or lodgings for whom such care is not otherwise readily available. They are not intended for serious illness or injury requiring hospitalization for longer periods nor for students living at home where bed care is available. Students will be admitted to the Infirmaries on the authorization of the Director or Assistant-Director of the Health Service. While in the Infirmary, a charge of $1.50 per day, payable to the University Bursar, will be made to cover the cost of meals and routine medication.

SUMMARY OF TRAINING PROVISIONS OF THE POST-DISCHARGE RE-ESTABLISHMENT ORDER P. C. 7633

Department of Pensions and National Health

January 1st, 1944.

UNIVERSITY TRAINING

I. *Under-graduate—Para. 8, P.C. 7633*

The Minister has authority to approve training, including maintenance grant and fees—together with appropriate allowances for dependents—to any discharged person who has the aptitude and inclination and who:

(*a*) has been regularly admitted to a university before his discharge and resumes within one year and three months after discharge a course, academic or professional, interrupted by his service, or

(*b*) becomes regularly admitted to a university and commences any such course within one year and three months after his discharge; or

(*c*) because of ill health or because his admission to the university has been conditional upon his fulfilling some additional matriculation requirements or for any other good reason shown to the satisfaction of the Minister, delays resumption or commencement of such course beyond the aforementioned periods.

The opportunity for university training is governed by the length of service. Where progress is satisfactory, the assistance may be continued for as many months, in university, as the man served in the Forces. If the student's progress and *attainments* in his course are such that the Minister deems it in his interest and in the public interest, the payment of the grant may be extended beyond the period of service to permit the man to complete his course.

However, the grant shall not be continued to any such person who fails in more than two classes or subjects in any academic year, nor to any such person who having failed in either one or two classes or subjects also fails in either or both supplementary examinations next offered by the university in such classes or subjects.

NOTE: "*Attainments*" means unconditioned standing in the top 25% (first quartile) of his class on the final examinations on the full work of the year next preceding the year in which his period of entitlement expires.

II. *Post-Graduate—Para. 9, P.C. 7633*

In case any discharged person

(*a*) *has entered upon a post-graduate course, either academic or professional, in a university before enlistment, or was about to do so at the time of his enlistment,* or having completed his under-graduate course in a university after his discharge, enters upon a post-graduate course as aforesaid, and

(*b*) resumes or commences such post-graduate course within

i. one year from his discharge, or

ii. one year from the commencement, next following his discharge, or such course in such university, if his discharge precedes such commencement by not more than three months, or

iii. in the case of a discharged person who completes his undergraduate course after his discharge, as soon as may be after such completion,

if the Minister having considered such person's attainments and his course, deems it in the public interest that he should continue such course, the Minister may, subject to the provisions of this Order, authorize the payment to such person of a maintenance grant and fees for as many months as he served. The assistance may be extended if the progress and *achievements* are so outstanding that it is in the public interest that the grant should be continued.

Vocational, Technical, or Other Educational Training—Para. 6, P.C. 7633

This makes provision for

(1) Resumption of education leading to high school graduation or matriculation.

(2) "Refresher" or "brush-up" courses in the professions.

The Minister has authority to approve training, including maintenance grant and fees—together with appropriate allowances for dependents—to any discharged person, provided he has the aptitude and inclination, where:

i. such person is pursuing vocational, technical or other educational training;

ii. the Minister approves such training as being training which will fit him or keep him fit for employment or re-employment or will enable him to obtain better or more suitable employment, and

iii. he makes progress in such training to the satisfaction of the Minister.

NOTE: This training is governed by the length of the man's service in the Forces, with a maximum of twelve months.

MAINTENANCE GRANTS

A "grant" under the provisions of paragraph 6, 8 or 9 of this Order means a grant at the rate of $44.20 per month or $10.20 per week in the case of an unmarried person and at the rate of $62.40 per month or $14.40 per week in the case of a married person, together with, in either case, such additional allowance for dependents, if any, as provided by sub-paragraph 3 hereof, and, in either case, reduced by such amount on account of any pension, wages, salary or other income such person may have received or be entitled to receive in respect of the period for which such grant is paid, as to the Minister seems right.

(*sub-para. 3*) Additional allowance may be paid to or on behalf of the following dependents at the following rates per month and subject to the following conditions:

Additional allowance for person in lieu of wife	$18.20
Additional allowance for one child	12.00
Additional allowance for second child	12.00
Additional allowance for third child	10.00
Additional allowance for each subsequent child not in excess of three	8.00
Additional allowance for parent or parents	15.00

PROGRAMME OF STUDIES

10. (1) The course of training for Interim High School Assistants' certificates consists of two parts as follows:

Part I: The Science of Education, School Management and Law, English, History, Geography, *and* (*a*) Latin, and one of French, German, Spanish, Greek *or* (*b*) Mathematics and Science.[1]

Part II: Observation and Practice-teaching.

(2) Students in attendance in the Interim High School Assistants' course may also take, if they possess the required academic qualifications, a Specialist's course, and may also take one of these Supplementary courses:

I. Course for First Class Public School certificates.
II. Course for Elementary Type A Physical Education certificates
III. Course for Elementary Art certificates.
IV. Course for Elementary Type A Vocal Music certificates.
V. Course for Elementary Commercial certificates.[3]
VI. Course for Elementary Type A General Shop Work certificates.[2]
VII. Course for Intermediate Home Economics certificates.[2,4]

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[1]See Section 13 (*h*).

[2]These courses may not be completed in the regular College Session but require at least the equivalent of one subsequent Summer Session before the candidate will be recommended for the certificate.

[3]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[4]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education, in which for at least the last two years of the course, Home Economics has been a regular subject of study.

VIII. Course for Educational Counselling certificates.[1]

IX. Course for certificates in School Librarianship.[2,3]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

Under the conditions defined in 34(a), students may take the course for the Intermediate certificate in Physical Education or Art or Vocal Music.

(3) *Diction and Voice Production*

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 65 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

(4) *Religious Education*

The course will be outlined in the Courses of Study to be issued by the Department of Education.[4]

ORGANIZATION OF COURSE

11. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) So far as the conditions permit, the programme of instruction shall be organized on the basis of intensive study of a few subjects at a time.

(3) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in the different grades or forms of the High Schools. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

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[1]Admission to this course is restricted to students who have had satisfactory previous training in Psychology.

[2]Admission to this course is limited to fifteen students. If more than this number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

[3]See foot-note 2 on p. 17.

[4]The Dean may excuse from this course students who have had satisfactory previous training in it.

12. (1) The introductory course defined in 11(3) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(2) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all forms and grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(3) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(4) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

13. (*a*) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(*b*) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(*c*) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(*d*) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(*e*) No candidate shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(*f*) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(*g*) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

(*h*) During the present war, a male student enrolled in the High School Assistants' Course shall be exempted from the sessional and final examinations in any ONE of the subjects of Part I, provided (i) that his application for enrolment in the Canadian Officers' Training Corps, University of Toronto unit, be accepted, (ii) that he is reported by his Commanding Officer as having been regular in attendance at the C.O.T.C. instructional classes and as having made satisfactory progress in them, and (iii) that he notify the Dean of the College of Education, in writing, on or before December 15th, of the subject in which he desires to claim exemption from examinations.

(*k*) Exemption from the final examinations of the High School Assistants' Course may be granted to intramural candidates, whose fees are paid in full by May 17, 1945, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

INTRAMURAL CANDIDATES

14. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate.

(2) A student who passes in Part II and fails in not more than two of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

EXTRAMURAL CANDIDATES

15. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in 14 (2) above, may complete their standing for a certificate by re-writing, at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistants' Course, evidence of graduation as required by Section 7 (1) (*e*) on page 11[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 14 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under 15 (1) (*c*) and 15 (4) (*a*) shall take their practical tests in Part II at such times during the session as may be agreed upon with

[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session, at the Ontario College of Education, Toronto or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts or in a Provisional County, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistants' course and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and who have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer Course for a High School Assistant's certificate conducted by the Department of Education,[1] and shall take the final examinations prescribed for Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have

[1]This Summer Session is not the special session to which reference is made in Section 1 (B), page 8; it is the Summer Session conducted by the Department of Education for candidates with previous professional training and teaching experience.

taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate,[1] who attends throughout the session, and who successfully passes the examinations at the close of the session, may be granted by the Minister a Provisional certificate to teach as a High School Assistant during any one year of the next succeeding three years. He will be admitted to the annual final examinations for an Interim High School Assistant's certificate at the Ontario College of Education in any of these three years. See also subsection (*d*) (iv) below.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course[1] or have been exempted from attendance under Section 15 (1) (*c*), and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent college session; (ii) candidates who fail in more than two subjects of Part I shall rewrite at one annual examination the examinations in all the prescribed subjects of Part I; (iii) candidates who fail in not more than two of the subjects of Part I may rewrite at one annual examination, or, separately, at different annual examinations, the examination in the subject or subjects in which they failed; (iv) candidates who do not pass the final examinations of the High School Assistants' Course within three years of having attended a summer session[1] in this course must re-attend the summer session[1] in order to be eligible for admission to the final examinations for an Interim High School Assistant's certificate.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistants' Course shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

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[1]See footnote, p. 22.

COURSES FOR HIGH SCHOOL SPECIALISTS' CERTIFICATES.

CONDITIONS OF ADMISSION

16. (1) Applicants for admission to the courses for Interim High School Specialists' certificates, or to the final examinations for said certificates, shall also be applicants for admission to the courses for Interim High School Assistants' certificates, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Specialist's certificate or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate.

(2) (*a*) Subject to the conditions and exceptions set forth in 16 (2) (*c*) a candidate for an Interim High School Specialist's certificate who is also a candidate for admission to the course for an Interim High School Assistant's certificate, shall comply with the conditions for admission prescribed for candidates for Interim High School Assistants' certificates, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said specialist course or to the examinations for the specialist certificate.[1]

(*b*) Subject to the conditions and exceptions set forth in 16 (2) (*c*) a candidate for an Interim High School Specialist's certificate who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the specialist certificate.[1]

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a specialist course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses pre-

[1]For the Session 1944-45 the Dean may exempt from this qualifying examination any candidate who submits evidence of standing not lower than 75% in the final or graduation courses approved by the Minister of Education.

scribed for the current year in the subjects represented in the specialist course or examination to which the candidate seeks admission.

(*e*) Exemption from the final examinations of the Specialists' Courses may be granted to intramural candidates, whose fees are paid in full by May 17, 1945, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

FEES

17. (*a*) When a High School Specialist Course is taken concurrently with the Course for an Interim High School Assistant's certificate, or when a High School Specialist examination is taken concurrently with the examination for an Interim High School Assistant's certificate, there shall be no additional fee. The fee for a specialist course or examination, one or both, taken apart from the course or examination for an Interim High School Assistant's certificate, shall be $5.00 per course or per examination, one or both, as the case may be.

(*b*) When the qualifying examination for admission to a specialist course or examination is taken during the same session as the specialist course or examination there is no additional fee; when it is taken in a different session the fee shall be $5.00.

COURSES

18. (1) Courses shall be offered for Interim High School Specialists' certificates in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, and Home Economics.

(2) Each specialist course shall consist of at least the equivalent of two seminar-periods per week throughout the Winter and Spring terms, and of special Observation and Practice-teaching in the specialist department in which the candidate is an applicant for a certificate.

(3) Courses shall also be offered leading (i) to Interim High School Specialists' certificates in Physical Education under the conditions defined in Section 34 (*c*), (ii) to Interim High School Specialists' certificates in Art under the conditions defined in Section 34 (*d*), and (iii) to Interim High School Specialists' certificates in Music under the conditions defined in Section 34 (*e*).

TEXT-BOOKS

19. Students in the courses for High School Specialists' certificates shall supply themselves with such special professional text-books as may be

recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Specialist's certificate who does not already hold or is not also awarded an Interim High School Assistant's certificate, the final standing of students in attendance in the specialist courses of 18 (1) above shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates referred to in 18 (1) above to students in attendance who have fulfilled the conditions of the course for Interim High School Assistants' certificates, and in their specialist department have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Specialists' certificates of 18 (1) above to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a specialist course, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the specialist course concerned.

(3) Students who are awarded Interim Specialists' certificates in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their Specialist certificates endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations

in the courses for Interim High School Specialists' certificates of 18 (1) above will be held at the close of the session at such centres and under such conditions as are set out in 15 (3) (*b*).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in 15 (3) (*a*), (*c*).

SUPPLEMENTARY COURSES

22. Each student in attendance in the Interim High School Assistants' course may also take one of the following supplementary courses (see section 10 (2), pages 17-18).

As the supplementary courses are taken concurrently with the course for an Interim High School Assistant's certificate, no additional fee shall be required. The fee for examination in a supplementary course, when taken in a session other than the session of attendance, shall be $2 per examination paper or a maximum of $5.

I. COURSE FOR FIRST CLASS PUBLIC SCHOOL CERTIFICATES

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools.

CONDITIONS OF ADMISSION

23. Applicants for admission to the course for Interim First Class Public School certificates or to the final examinations for said certificates shall comply with the conditions of admission and attendance prescribed for candidates for Interim High School Assistants' certificates. No candidate will be awarded an Interim First Class Public School certificate *before* he has been awarded an Interim High School Assistant's certificate.

TEXT-BOOKS

24. The text-books for the academic work of the course for Interim First Class Public School certificates shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.

Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

25. The course of training, which is supplementary to the course of training for Interim High School Assistants' certificates, includes the following subjects:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for Interim First Class Public School certificates.

MODIFICATIONS OF THE COURSE

26. (1) Students who take the Mathematics and Science option of the Interim High School Assistants' course shall be exempted from Mathematics (except Arithmetic) and Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observations and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as the option of the Interim High School Assistants' course shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as the

option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

27. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, the final standing of the students in attendance in the course for Interim First Class Public School certificates shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for Interim First Class Public School certificates shall be conducted, *pari passu*, in the terms and under the conditions set out in the Calendar of the course for Interim First Class Public School certificates of the Ontario Normal Schools.

Exemption from the final examinations of the course for Interim First Class Public School certificates may be granted to intramural candidates, whose fees are paid in full by May 17, 1945, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

CERTIFICATES

28. (1) (*a*) Subject to the conditions of Sec. 27 (1), and to the conditions defined in Ontario Normal School courses for Interim First Class Public School certificates, a candidate who obtains 50% of the marks in each subject of the course for Interim First Class Public School certificates and 60% of the aggregate of the marks in each of Observation and Practice Teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in the Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting

at one annual examination, or, separately, at different annual examinations, the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Regulations 15 (1) (*a*), (*b*), (2) and 3 (*b*), which apply to candidates for Interim High School Assistants' certificates who are exempt from attendance, shall apply also, *pari passu*, to candidates for Interim First Class Public School certificates who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

II. COURSE FOR ELEMENTARY TYPE A PHYSICAL EDUCATION CERTIFICATES.

III. COURSE FOR ELEMENTARY ART CERTIFICATES.

IV. COURSE FOR ELEMENTARY TYPE A VOCAL MUSIC CERTIFICATES.

V. COURSE FOR ELEMENTARY COMMERCIAL CERTIFICATES.

VI. COURSE FOR ELEMENTARY TYPE A GENERAL SHOP WORK CERTIFICATES.[1]

VII. COURSE FOR INTERMEDIATE HOME ECONOMICS CERTIFICATES.[1]

VIII. COURSE FOR EDUCATIONAL COUNSELLING CERTIFICATES.

IX. COURSE FOR CERTIFICATES IN SCHOOL LIBRARIANSHIP.[1]

29. Students in supplementary courses II-IX shall supply themselves with such text-books and equipment as may be recommended by the instructors.

30. The subjects of supplementary courses II-IX shall be those set forth in sections 58, 59, 60, 61, 62, 64 and 66.

31. Observation and Practice-teaching are obligatory in each of the supplementary courses.

[1]These courses may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

EXAMINATIONS

32. (*a*) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Defence Training, Gymnastics, Games, Rhythmics.

FOR MEN: Defence Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent. of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent. to the final tests.

Written Examinations:

Theory; Methods and Materials.

(*b*) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(*c*) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Instrumental Music, Methods.

(*d*) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(*e*) GENERAL SHOP WORK:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(*f*) EDUCATIONAL COUNSELLING:

Practical Tests:

Administering, Scoring and Interpreting Tests; Individual Counseling.

Written Examination:

Theory and Practice of Counseling.

(*g*) SCHOOL LIBRARIANSHIP:

Practical Tests:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

CERTIFICATES[1]

33. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or a certificate in Educational Counselling or standing in Part I of the course for the Elementary Type A certificate in General Shop Work or of the course for the Intermediate Home Economics certificate or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or General Shop Work or School Librarianship or Educational Counselling a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

Holders of provisional Elementary Commercial standing, who also hold High School Assistants' certificates, may complete the requirements for an Interim Elementary Commercial Certificate, by passing the examination in Minor Methods. The standing of students writing this examination shall be determined by the combined results of the marks assigned to the six bulletins mentioned in Section 59 (7), and the records of the final examination in Minor Methods.

[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Specialist; in Music, the Elementary Type A, the Intermediate Type A, and the Specialist; in Art, the Elementary, Intermediate, and Specialist; in Shop Work, the Elementary Type A; in Home Economics, the Intermediate; in Commercial Subjects, the Elementary; and the Educational Counselling certificate.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or General Shop Work or Home Economics or Commercial Subjects or School Librarianship or Educational Counselling whose attendance or progress in any part of the course has been reported as unsatisfactory.

Exemption from the final examinations of Supplementary Courses II-IX, inclusive, may be granted to intramural candidates, whose fees are paid in full by May 17th, 1945, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the supplementary courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the supplementary courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses II-IX who have been awarded Interim High School Assistants' certificates and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or General Shop Work or Home Economics, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the

tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

(iv) In Educational Counselling, candidates who fail in the written examination but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

(v) In the Intermediate Home Economics Course, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

COURSES FOR INTERMEDIATE CERTIFICATES IN PHYSICAL EDUCATION, ART, VOCAL MUSIC AND HOME ECONOMICS

To secure a Specialist's certificate in Physical Education or Art or Vocal Music, the holder of an Intermediate certificate in Physical Education or Art or Vocal Music shall complete successfully a subsequent Summer Session as prescribed by the Minister of Education.

34. (*a*) Students in the High School Assistants' Course who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the Specialist courses listed in 18 (1) except in the case of those referred to in 34 (*c*), (*d*), or (*e*).

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the Specialist course in Physical Education as well as the Elementary and Intermediate courses in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistants' course and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the Specialist course in Art as well as the Elementary and Intermediate courses in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%.

(*e*) Admission to the Specialist course in Music as well as to the Elementary and Intermediate courses in Music will be granted to those students (i) who are otherwise qualified to enter the High School Assistants' course and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who are otherwise qualified to enter the High School Assistants' course and hold the teacher's or performer's diploma of the Toronto Conservatory of Music in Singing, or (iii) who hold the degree of

Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%.

(*f*) Admission to the supplementary course for Intermediate certificates in Home Economics will be granted to those who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a university course, approved by the Minister of Education, in which for at least the last two years of the course Home Economics has been a regular subject of study. These students shall take the practical exercises and lectures of the course, the final examinations of the course and also the Observation and Practice Teaching.

35. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under 34 (*a*) and to the Specialist course in Physical Education, Art, or Music under 34 (*c*), (*d*), or (*e*), and to the Intermediate course in Home Economics under 34 (*f*) above shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

Intramural students enrolled in these courses and having their fees paid in full by May 17th, 1945, may be granted exemption from the final examinations of the courses if their progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the courses. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the courses shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the courses.

36. (*a*) The subjects of the course for Intermediate certificates in Physical Education are to be found in 58; those of the course for Intermediate certificates in Art in 59; those of the course for Intermediate Vocal Music certificates in 60; and those of the course for the Intermediate certificate in Home Economics in 63.

(*b*) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

37. (*a*) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Defence Training, Games, Gymnastics.

FOR MEN: Defence Training, Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examinations:

Theory; Methods and Materials.

(*b*) ART:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(*c*) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

(*d*) HOME ECONOMICS:

Practical Tests:

Foods, Clothing, Home Management.

Written Examinations:

Foods, Clothing, Home Management, Methods.

38. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, provided that the said student is awarded an Interim High School Assistant's certificate and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods, or (*c*) in Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and of the practical tests.

Students who are awarded Interim Specialists' certificates in Physical Education, Art or Music (under Section 34 (*c*), (*d*) or (*e*) above) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(2) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art,

Physical Education, Vocal Music, and Home Economics who have been awarded Interim High School Assistant's certificates and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examinations but pass in all the subjects of the practical tests may complete their standing by passing the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In Home Economics, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance. All other candidates who fail shall repeat the course for standing.

DETAILS OF SUBJECTS

39. The details of the subjects of the courses for Interim High Assistants' and High School Specialists' certificates, for Elementary and Intermediate certificates in Art, for Elementary and Intermediate Type A certificates in Music and Physical Education, for Educational Counselling certificates, and for standing in School Librarianship, Elementary General Shop Work and Intermediate Home Economics. For the course for First Class Public School certificates these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for First Class Public School certificates.

THE SCIENCE OF EDUCATION

40. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Brewer and Landy: Occupations Today.
Darley: Testing and Guidance in the High School Guidance Program.
Gates: Educational Psychology.
Mursell: The Psychology of Secondary School Teaching.
Myers: Principles and Techniques of Vocational Guidance.
Pressey: Psychology and the New Education.
Ruch: Psychology and Life.
Sandiford: Educational Psychology.

SCHOOL MANAGEMENT AND LAW.

41. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH.

42. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

43. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: On Teaching The Mother Tongue.
Ballard: Thought and Language.
Bradbrook: Elizabethan Stage Conditions.
Diltz: Poetic Pilgrimage.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.
Thouless: Straight and Crooked Thinking.
Weekley: Something About Words.

HISTORY

44. The place of history in the High School; the High School courses of study; various possible procedures in the teaching of history; treatment of civics, current events and local history; methods of testing and grading; books and other equipment for the teaching of history.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Klapper: The Teaching of History.
Wesley: Teaching the Social Studies.
The School—bound volumes and current issues.

SEMINAR IN HISTORY

45. A more intensive study of principles and practices in the teaching of history, with special reference to the more difficult topics.

Books of Reference:

Bining: Teaching the Social Studies in Secondary Schools.
Johnson: The Teaching of History.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
The Social Studies—bound volumes and current issues.
Year-books—The National Council for the Social Studies.

MATHEMATICS

46. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools".

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.

Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS.

(For Specialists in Mathematics and, in part, Mathematics and Physics)

47. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."
15th and *17th Year-books*—The National Council of Teachers of Mathematics.

GEOGRAPHY.

48. Scope and Method of Geography: Relationship to other subjects of the courses of study; general methods of presentation with advantages and disadvantages of each method.

Regional Geography: Maps; different kinds, importance of each: map drawing; use of pictures, globes and other visual aids; use of text-books, readers, reference books; methods of treatment of typical regions.

Commercial Geography: Factors determining commerce; chief commercial commodities; geographical factors determining their production and distribution; relation of physical features to commerce; commercial geography of selected regions; methods of treatment of typical problems; records of pupils' work.

Physical Geography: Relation of physical to commercial and regional geography; importance of experimental work; use of such aids as contour,

isobar, isotherm, and weather maps; chief natural regions; interpretation of the physical geography of Ontario. A discussion of the method of treatment of topics difficult of presentation from the geography prescribed for the High Schools of Ontario.

Books of Reference:

Public School Manual: Geography.
Bowman: Geography in Relation to the Social Sciences.
Chisholm: Handbook of Commercial Geography (Revised Edition).
Cornish: Geography of Commerce for Canadians.
Forsaith: Handbook for Geography Teachers.
Morrison: Commercial and Economic Geography.
National Society for the Study of Education: The Teaching of Geography.
Memorandum on the Teaching of Geography (Geo. Philip & Sons).

SCIENCE.

49. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of

sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE.

(For Specialists in Science and, in part, Mathematics and Physics)

50. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics difficult of presentation in physiography, physics, chemistry, biology discussed; geological history of the Great Lakes and other geological forms in their relation to the physical features of Ontario; geographical significance of minerals and rocks; protection and colour of animals; migration; hibernation; plants in relation to insects; form and colour of flowers; parasitic and saprophytic plants; insectivorous plants; laws of combination in chemistry; symbols, formulae, and equations; atomic weight, atomic number, periodic law; valency; atomic and molecular theories; Boyle's Law; Charles' Law; atomic structure; absolute temperature; relation of acceleration, momentum, force, and energy; surface tension; flow of liquids.

Books of Reference:

Borradaile: A Manual of Elementary Zoology.
Bower: Botany of the Living Plant.
Cornish: Senior Chemistry.
Davis: Natural History of Animals.
Ganong: The Teaching Botanist.
Kerner: Natural History of Plants.
Kimball: College Textbook of Physics.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Partington: Text-book of Inorganic Chemistry.
Thomson: Biology for Everyman.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE.

(For Specialists in Agriculture)[1]

51. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Canadian Agriculture for High Schools.
Dean: Dairying, Farm and Factory.
Lippincott: Poultry Production.

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[1]Candidates for Specialists' certificates in Agriculture shall take also the course in Science for High School Assistants.

MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Sanderson: Insects of Farm, Garden and Orchard.

CLASSICS (LATIN AND GREEK).

52. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin; its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS.

(For Specialists in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

53. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

54. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Specialists in French and German or Spanish, and, in part, Latin and French, English and French)

55. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in the Upper School during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Specialists)

56. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Cooley, Winchell, Spohr, Marshall: Teaching Home Economics.
Herrington: Home-making.
Pollard: Education in Homemaking.
Spafford: A Functioning Program of Home Economics.
Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

RELIGIOUS EDUCATION

57. This course will be outlined in the Courses of Study to be issued by the Ontario Department of Education, Toronto.

DEFENCE TRAINING, HEALTH AND PHYSICAL EDUCATION

58. This course is outlined in the Courses of Study for Grades IX-XIII inclusive, issued by the Ontario Department of Education, Toronto.

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
- (*a*) Defence Training.
- (*b*) Gymnastics.
- (*c*) Apparatus.
- (*d*) Games.
- (*e*) Swimming.

Practice (for women):
- (*a*) Defence Training.
- (*b*) Gymnastics.
- (*c*) Games.
- (*d*) Rhythmics.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
- (*a*) Defence Training.
- (*b*) Gymnastics.
- (*c*) Apparatus.

Practice (for women):
- (*a*) Defence Training.
- (*b*) Games.
- (*c*) Gymnastics.

Books of Reference:

Texts as recommended in the Courses of Study in Defence Training, Health and Physical Education of the Ontario Department of Education.

Physical Education:

Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bunn: Basketball Methods.
Bundy: Anatomy and Physiology.
Hawley: The Kinesiology of Corrective Exercise.

Hawtin: Gymnastic Pyramids.
Lace: Massage and Medical Gymnastics.
LaPorte and Renner: The Tumbler's Manual.
Lovett: Lateral Curvature of the Spine and Round Shoulders.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Mitchell: Intramural Athletics.
Morrison and Chenoweth: Normal and Elementary Physical Diagnosis.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Tisdall: The Young Athlete.
Wayman: Education Through Physical Education.
West: The Gymnast's Manual.
Williams: The Organization and Administration of Physical Education.

Health Education:
Andress, Goldberger, Hallock: Helping the Body in its Work.
Andress, Goldberger, Hallock: The Healthy Home and Community.
Broadhurst and Lerrigo: Health Horizons.
Chenoweth and Selkirk: School Health Problems.
Evans, Fry: Safety.
Gogle: A Workbook in Health.
Nash: Teachable Moments.
Robertson: Fundamentals of Health.
Solandt: Highways to Health.
Williams and Brownell: The Administration of Health and Physical Education.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

Defence Training:
Books and Army and Air Force Training Pamphlets as recommended in the Courses of Study.
Defence Training (C. J. Eustace, editor).

ART

59. COURSE FOR ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Birren: Colour Dimensions.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.
Doten: Fashion Drawing.
Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—vols. I-VI.
Hatton: Perspective; Figure Drawing.
Jacobs: The Art of Colour.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Neale: Picture Study in the Grades.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.
Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Tonks: Colour Practice in Schools—vols. I-II.
Zaidenberg: Anyone Can Draw.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Staton: Sweet Singing in the Choir
Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Hill: The Singing Period, Book VII.
Gildersleeve, Smith and Bell: Living Songs.
Wilson, Christy and Bell: The Modern Choral Hour.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Dunstan: The A B C of Musical Theory.
Ahrens: Rudiments of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.
Bacharach: The Musical Companion.

Instrumental Music:

The capabilities of the commoner school band and orchestra instruments; individual practice on instruments; organization and administration; elementary scoring and transposition.

Books of Reference:

Maddey and Giddings: Instrumental Technique for Orchestra and Band.
Newton and Young: The Book of the School Orchestra.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integretion of music with other subjects.

COURSE FOR INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.
Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with the use of the cadential 6/4 chord; sequences; unessential notes; composition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Warburton: Harmony for Schools and Colleges.
Kitson: Elementary Harmony, Book I.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

MacPherson: Form in Music.
Morris: Structure in Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Noble Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For Specialists)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed in the course for Specialist harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Methods.

Conducting:

Practice in conducting schools choirs, assemblies and operettas; advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Scholes: Oxford Companion to Music.
The Victor Book of the Symphony.
Burrows and Redmond: Symphony Themes.
Bacharach: Lives of the Great Composers.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Mursell and Glenn: The Psychology of School Music Teaching.
Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.

61. COMMERCIAL SUBJECTS

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing: ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

(7) For holders of provisional Elementary Commercial standing, who also hold High School Assistants' certificates, and who seek to complete the requirements for an Interim Elementary Commercial Certificate by passing the examination in Minor Methods, six bulletins have been prepared. These candidates shall complete the six bulletins before writing the final examination in Minor Methods. The fee for these bulletins shall be $10. (See Section 9 (*b*), page 13).

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Frederick: How to Study Handbook.

Haynes: Tests and Measurements in Business Education.
Holland: Principles of Teaching Applied to Pitman Shorthand.
Koopman-Kester; Bookkeeping and Accounting, 2 Vols.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice.
Smith: Gregg Typing-Teacher's Handbook.
Articles in "Business Education World," "Journal of Business Education," "Pitmans Journal of Business Education."

62. GENERAL SHOP WORK

COURSE FOR ELEMENTARY TYPE A CERTIFICATE

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.

Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

63. COURSE FOR INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

This course shall be as outlined in section 69.

64. EDUCATIONAL COUNSELLING

The growing need for vocational and educational counselling in the secondary school.

The role of the counsellor in the school.

Psychology of the secondary school pupil, with an emphasis on the personality aspects of human behaviour.

The theory of mental measurement, practice in administering and interpreting group and individual tests of intelligence.

The plan of measurement in education, evaluation of measurement techniques, and practice in test construction.

The measurement of interests, aptitudes, and personality traits.

Directing the study habits of pupils. Remedial work in study habits.

The use of test results and other information in guiding pupils into school programmes suited to their capacities and aims.

Techniques for guiding pupils in the wise choice of occupations.

Elementary educational statistics.

Books of Reference:

Arlitt: The Adolescent.
Billings: Group Methods of Studying Occupations.
Bingham: Aptitudes and Aptitude Testing.
Brewer and Landy: Occupations Today.
Darley: Testing and Counseling in the High School Guidance Program.
Frederick: How to Study Handbook.
Frederick, Ragsdale and Salisbury: Directing Learning.
Germane and Germane: Personnel Work in High School.
Hawkes, Lindquist and Mann: The Construction and Use of Achievement Examinations.
Mursell: The Psychology of Secondary School Teaching.
Myers: Principles and Techniques of Vocational Guidance.
Myers: Toward Mental Health in School.
Shaffer: The Psychology of Adjustment.
Symonds: Diagnosing Personality and Conduct.
Terman and Merrill: Measuring Intelligence.
Williamson and Hahn: Introduction to High School Counseling.

65. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.

Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

SCHOOL LIBRARIANSHIP

66. The purpose of this course is the better training of teachers for schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to Interim High School Assistants' certificates, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School Library Administration and Book Selection:

School library administration discusses practical aspects of school library service such as planning and equipping the library, methods of circulating books and other materials. It includes instruction in teaching the use of libraries and their contents.

The course in book selection includes principles of selecting books for the school library, a study of catalogues and book reviewing periodicals, the evaluation of books on subjects covered by the course of studies and of books relating to the interests of youth.

Reference Work:

Reference work in the school library is the service given by the librarian to teachers and pupils in aid of some sort of study. The books most useful for this purpose are examined for their value as reference tools. Methods of instruction in the use of these books is also a part of the course.

Cataloguing and Classification:

The catalogue is the guide and index to the library collection. The course includes the preparation of the card catalogue as well as methods of instructing pupils in its use.

Classification is a systematic scheme for the arrangement of books according to subject or form. The scheme used in school libraries is the Dewey Decimal classification. This scheme is studied and applied to school needs. Instruction is also given on the listing of books by subject in a dictionary catalogue.

Books of Reference:

Boyd: Books, Libraries and You.
Cundiff: Recommended Reference Books for the High School Library.
Dana: The Picture Collection.
Dewey: Abridged Decimal Classification.
Douglas: Teacher-librarian's Handbook.
Fargo: Library in the School.
Haines: Living with Books.
Ingles and McCague: Teaching the use of Books and Libraries.
Johnson: Manual of Cataloging and Classification for Small School and Public Libraries.
Martin: Magazines for High Schools.
Scripture: Find it Yourself.
Sears: List of Subject Headings.
Walraven and Hall-Quest: Library Guidance for Teachers.
Wilson: School Library Management.
Articles in "Ontario Library Review"; "Wilson Library Bulletin".

COURSE FOR INTERMEDIATE CERTIFICATES IN HOME ECONOMICS

CONDITIONS OF ADMISSION

67. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 15th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

FEES

68. (1) (*a*) (i) Except as provided in the next subsection, the fees of the Intermediate Home Economics course are as follows: tuition fee, for the regular session or for the session after Christmas, $75; incidental fees,[1] $11; total fee (if paid in one instalment) $86 ; first term instalment, which must be paid on or before September 26, $61; second term instalment, if not already paid, is payable on January 20th, $25. A library deposit, $1, is also required, and should be paid at the College.

(ii) The student shall pay the first term instalment of fees (see section 68 (1) (*a*) (i) above) on or before the opening date of the Session. The second term instalment, is not already paid, is payable on January 20th; after this date an additional deferred payment fee of $1 a month shall be imposed until the whole amount is paid.

(*b*) For students who have not attended an Ontario Secondary School for at least two years or whose home addresses as recorded on the register of the university from which they graduated are outside Ontario, the tuition fee for the regular session or for the session after Christmas is $150 for the course for Intermediate certificates in Household Science. This fee includes library and examination fees.

(*c*) The fee for the examinations in the course for Intermediate certificates in Home Economics when the examinations are taken by students not in attendance is $10 for the course or $2 for each subject of the course.

(2) At the beginning of the session, a deposit of $4.00 will be required from each student. This deposit, less the cost of equipment and apparatus that may have been destroyed, will be returned at the close of the session.

(3) All fees except the library deposit and the laboratory deposit are payable to the bursar of the University of Toronto.

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[1]See footnote 1, page 12.

COURSE OF STUDY

69. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II.

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

70. (1) Candidates for Intermediate certificates shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests given throughout the session.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.

Clothing, 2 papers.

Home Management, 2 papers.

Elementary Applied Science, 1 paper.

Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

Exemption from the final examinations of the course for Intermediate certificates in Home Economics may be granted to intramural candidates whose fees are paid in full by May 17th, 1945, and whose progress and achievement are reported as satisfactory by the director of practice-teaching and by the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of the students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, or, separately, at different annual examinations the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

71. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economic certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

72. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of three subjects to be taken in any order and to be selected from the following:

Group A.—Science of Education, Educational Psychology.

Group B.—History of Education, Educational Administration.

Not more than two of these subjects shall be taken during a regular Session and not more than one during a Summer Session.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in one subject but shall take the written examination in the subject.

For one of the above subjects the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examinations. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) The fee for registration in the course for the degree of Bachelor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $25. The tuition fee for the regular session, which shall include the examination and library fees, is $50. The fee for examination is $5 for each subject. The fee for the degree is $10. All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each subject. The candidate who obtains 60 per cent. of the marks of each subject and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any subject may be assigned to the term work of the candidate.

(7) Subjects of Instruction and Examination.

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

73. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of one subject as defined in (7) below and a thesis as defined in (5) below.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate

shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) The fee for registration in the course for the degree of Doctor of Pedagogy is $5. The tuition fee for the summer or late-afternoon session is $50; that for the regular session, which shall include the examination and library fees, $75. The fee for examination is $5 per subject and $10 per thesis. The fee for the degree is $25. All fees shall be paid to the Bursar with the application.

(7) The candidate will take one of the following subjects not represented in his course for the B.Paed. degree:

(*a*) The Science of Education, including a study of the philosophical, ethical, and sociological bases of education. (Two papers.)

(*b*) Educational Psychology. (Two papers.)

(*c*) The History of Education in Western Europe and North America in modern times, with special reference to Canada, Great Britain, and the United States. (Two papers.)

(*d*) Educational Administration in theory and practice. (Two papers.)

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

74. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene
School of Chinese Studies
Institute of Child Study

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Business.

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1945 - 1946

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1945 - 1946

THE UNIVERSITY OF TORONTO PRESS
1945

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Registrar.....Arthur Bertram Fennell, M.C., M.A.
Bursar.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....John Burgon Bickersteth, M.C., M.A.
Director of University Health Service....R. W. I. Urquhart, M.A., M.D.
Assistant Director of University Health Service in charge of Women
Miss G. E. Mulock, M.B.
Manager of the University of Toronto Press.....*A. Gordon Burns, B.A.

Ontario College of Education

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Dean.....A. C. Lewis, M.A., D.Paed.
Director of the Department of Educational Research
J. A. Long, B.A., Ph.D.
Director of the Vocational Guidance Centre.....M. D. Parmenter, M.A.
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

**On leave of absence for the duration of the war.*

CALENDAR, 1945-1946

1945—July 2.....Summer Session (Pedagogy) opens.
July 2.....Refresher Course (High School Assistants) opens.
July 4.....Summer Course (School Librarianship) opens.
July 27.....Refresher Course (High School Assistants) closes.
Aug. 3.....Summer Session (Pedagogy) closes.
Aug. 8.....Summer Course (School Librarianship) closes.
Sept. 25-29...Medical Examination.
Sept. 26.....Lectures begin. Last day for receiving fees.
Sept. 26.....The opening address by the President to the students of all faculties at 4.15 p.m. in Convocation Hall.
Oct. 4.....Meeting of Council.
Nov. 1.....Meeting of Council.
Nov. 12.....Remembrance Day service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 1 p.m.
Dec. 6.....Meeting of Council.
Dec. 20.....Last day of lectures. Term ends at 5 p.m.

1946—Jan. 3.....Winter Term begins at 9 a.m.
Jan. 3.....Meeting of Council.
Jan. 20.....Last day for receiving the second term instalment of fees.
Feb. 7.....Meeting of Council.
Mar. 7.....Meeting of Council.
Apr. 19.....Easter Vacation begins.
Apr. 29.....Spring Term begins.
May 2.....Meeting of Council.
May 17.....Last day of Lectures.
May 20-31...Final Examinations.
June 6-7.....University Commencement.

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1945 CALENDAR 1945

JANUARY							FEBRUARY							MARCH						
Sun.	..	7	14	21	28		Sun.	..	4	11	18	25		Sun.	..	4	11	18	25	
Mon.	1	8	15	22	29		Mon.	..	5	12	19	26		Mon.	..	5	12	19	26	
Tues.	2	9	16	23	30		Tues.	..	6	13	20	27		Tues.	..	6	13	20	27	
Wed.	3	10	17	24	31		Wed.	..	7	14	21	28		Wed.	..	7	14	21	28	
Thur.	4	11	18	25	....		Thur.	1	8	15	22	....		Thur.	1	8	15	22	29	
Fri.	5	12	19	26	....		Fri.	2	9	16	23	....		Fri.	2	9	16	23	30	
Sat.	6	13	20	27	....		Sat.	3	10	17	24	....		Sat.	3	10	17	24	31	

APRIL						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

MAY						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

JUNE						
Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

JULY						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

AUGUST						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

SEPTEMBER						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

OCTOBER						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

NOVEMBER						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

DECEMBER						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

1946 CALENDAR 1946

JANUARY						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

FEBRUARY						
Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	....	
Sat.	2	9	16	23	....	

MARCH						
Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

APRIL						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

MAY						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

JUNE						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

JULY						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

AUGUST						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

SEPTEMBER						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

OCTOBER						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

NOVEMBER						
Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

DECEMBER						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Industrial Arts, as School Librarians, as High School Assistants and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for Interim High School Assistants' certificates, Type B; Interim High School Assistants' certificates, Type A, including Physical Education, Music, and Art;[1] Interim First Class Public School certificates; Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, Industrial Arts and Crafts[2] and Vocal Music; Interim Intermediate Type A certificates in Physical

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[1]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Music and Art are open only to those who qualify under section 26 (c), (d), or (e).

[2]The Supplementary courses leading to the Interim Elementary Type A certificate in Industrial Arts, to the Interim Intermediate certificate in Home Economics and to the certificate in School Librarianship may not be completed in the regular College session, but require at least the equivalent of one subsequent Summer Session before the candidates will be recommended for the certificates.

Education, and Vocal Music, Interim Intermediate certificates in Art and Home Economics;[1] Interim certificates in School Librarianship;[1] and for Interim Elementary Commercial certificates.

(*b*) Courses for the B.Paed. degree.

(*c*) Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

(2) High School Teachers' Certificates.

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for two years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for two years as an Assistant and as the head of a department in a Collegiate Institute.

(iv) A High School Specialist's Certificate.

(v) A High School Principal's Certificate.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(v) For a High School Principal's Certificate: For this information consult the regulations of the Department of Education.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. (1) Enrolment will take place and the medical examination will begin Tuesday, September 25th. The Autumn Term will end December 20th, at 5 p.m., and the Winter Term will begin January 3rd at 9 a.m. The Spring Term will begin April 29th and end May 31st.

[1]See footnote 2, page 7.

(2) (*a*) From July 2, 1945, to July 27, 1945, a refresher course will be held for those who attended the 1944 Special Summer Session and must attend a refresher course of one month's duration and pass the examinations of that course in order to secure regular Interim High School Assistants' certificates.

(*b*) The tuition fee for the refresher course of the summer of 1945 will be $10 to be paid to the Bursar of the University on or before the opening day of the course; library deposit, $1 to be paid at the College.

(3) (*a*) From July 4, 1945 to August 8, 1945, a summer course in School Librarianship will be offered to holders of the High School Assistant's certificate. Admission to this course shall be limited to thirty students and if more than that number apply, the Dean shall select those to be admitted. The content and the written and practical examinations of the course shall be as set out in Sections 22 to 25, and 59. At the close of the summer course of 1945, on the recommendation of the examiners, the Minister of Education may grant to successful candidates standing in School Librarianship. The course for a certificate in School Librarianship may not be completed in one summer session but will require a subsequent summer session before the candidates will be recommended for the certificate.

(*b*) The tuition fee for the course in School Librarianship of the summer of 1945 will be $10 to be paid to the Bursar of the University on or before the opening day of the course.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistant's Course, Type B, and One-Year Intermediate Home Economics Course.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Instalment due Sept. 25	Second Instalment due Jan. 20
		Men		
$75	$23	$98	$73	$25
		Women		
$75	$11	$86	$61	$25

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the BURSAR, UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $1 per month shall be imposed until the whole amount is paid.

2. A fee of $2 for the medical examination for admission (see Section 10) and a College Library deposit of $1 are to be paid at the College.

3. There is no additional fee for a High School Assistant's course, Type A, or for a Supplementary course when taken concurrently with the High School Assistant's course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistant's course, Type B, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken concurrently $10.00

Fee for the qualifying examination for admission to a High School Assistant's course, Type A, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken in the same Session 5.00

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*The academic fee is the same for the regular College Session as for the Session after Christmas. For those who have not attended an Ontario Secondary School for at least two years or who have not graduated from an Ontario University or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the Academic Fee is $150.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; and Health Service.

For women—Students' Administrative Council; Athletic; and Health Service.

Fee for the final examinations of the High School Assistant's course, Type A, if taken in a different Session from the final examinations of the High School Assistant's course, Type B, or from the qualifying examination	5.00
Fee for the course of Bulletins in Minor Methods of the course for an Elementary Commercial certificate	10.00
Fee for the final examination in Minor Methods of the course for an Elementary Commercial certificate	2.00
Fee for examination in one subject of any course when repeated in a subsequent Session	2.00

EXEMPTION FROM FINAL EXAMINATIONS

5. Exemption from the final examinations of the various courses in which they are enrolled may be granted, in one or all, to intramural candidates, whose fees are paid in full by May 16, 1946, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course or courses concerned.

APPEALS

6. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

7. SCHOLARSHIPS AND PRIZES

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics or in the Intermediate Home Economics course,[1] who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Science of Education, School Management and any other two subjects of Part I of the High School Assistants' course, Type B.

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[1]The One-Year Intermediate Home Economics course described in section 62.

HART HOUSE

8. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

9. UNIVERSITY HEALTH SERVICE

The facilities of the University Health Service are available to all students, both men and women.

Every student *must take an annual medical examination* conducted by the University Health Service. This examination will include a routine urinalysis, intracutaneous tuberculin test, and an X-ray film of the chest as it may be considered necessary. Should the findings of the initial examination reveal any condition which in the opinion of the Director requires the advice of a specialist, the student will be examined by a consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Such a student will be required to report back to the Health Service at stated intervals during the session in order that the Health Service may know that the student has acted on the advice given him. Should any postural defect or other condition be revealed for which exercises are considered advisable by the Director, arrangements for them will be made with the Director of Physical Education. Should the examination reveal any physical or other defect which, in the opinion of the Director, renders it inadvisable for the student to pursue his course of study, he will be so informed and a report on his case will be sent to the college, faculty or school concerned.

The examination will also determine whether or not the physical condition of the student is such that he may participate in athletic sports or games or attend the required physical training classes. *All students must have a medical examination by the Health Service before taking part in any university athletic activity. Students proposing to engage in such activities must make early appointments for their examinations.*

Any student may consult the University Health Service for medical advice between the hours of 9 a.m. and 5 p.m. daily (Saturdays 9 a.m. to 1 p.m.) and by appointment on Sunday if urgent. Any student who is taken ill in lodgings or in a residence and who has not a private physician will be visited if necessary. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) will be made for each visit. These charges are payable by the student to the University Bursar. Any student who is taken ill or injured on the university grounds or premises will be given essential first aid treatment or advice. Further treatment is the responsibility of the student and must be arranged for privately.

While the University does not admit any legal responsibility for injuries sustained by students because of athletic training or competition, the University Health Service has found it possible to provide for a measure of financial assistance towards the care of students injured while engaged in the required physical training classes or in recognized athletic activities on the campus. Such assistance is available only to students who pay the Health Service fee and who have satisfied the requirements of the Athletic Directorate in regard to athletic eligibility, and will be provided solely on the authorization of the Director.

The University Health Service will not meet the expenses of students who are not eligible to receive such assistance. It will not meet the expense of treatment of injuries received while the student is not actually engaged in recognized physical training classes or athletic activities. It will not meet the expense of treatment for which no official arrangements have been made with the Director prior to the end of the academic term in which the athletic injury occurred. Students who secure unauthorized service do so at their own responsibility. In any case involving questions of eligibility, medical and surgical fees, hospitalization, etc., the decision of the Director is final.

The University Health Service has in operation an Infirmary for men and an Infirmary for women. The Infirmary for men is situated on the third floor of the west wing of Hart House, and the Infirmary for women is established, through the co-operation of University College, in connection with the University College Women's Infirmary in the Women's Union, 79 St. George Street. Graduate nurses are in charge of both Infirmaries, and medical supervision is provided by the Health Service staff. These Infirmaries are intended for students with minor illnesses requiring bed care for a period of a few days to a week and are primarily for students in residence or lodgings for whom such care is not otherwise readily available. They are not intended for serious illness or injury requiring hospitalization for longer periods nor for students living at home where bed care is available. Students will be admitted to the Infirmaries on the authorization of the Director or Assistant-Director of the Health Service. While in the Infirmary, a charge of $1.50 per day, payable to the University Bursar, will be made to cover the cost of meals and routine medication.

SUMMARY OF TRAINING PROVISIONS OF THE POST-DISCHARGE RE-ESTABLISHMENT ORDER P.C. 5210

Department of Veterans' Affairs

November 1, 1944

UNIVERSITY TRAINING

I. *Under-graduate—Para. 8, P.C. 5210*

The Minister has authority to approve training, including maintenance grant and fees—together with appropriate allowances for dependents—to any discharged person who has the aptitude and inclination and who:

(*a*) has been regularly admitted to a university before his discharge and resumes within one year and three months after discharge a course, academic or professional, interrupted by his service, or

(*b*) becomes regularly admitted to a university and commences any such course within one year and three months after his discharge; or

(*c*) because of ill health or because his admission to the university has been conditional upon his fulfilling some additional matriculation requirements or for any other good reason shown to the satisfaction of the Department, delays resumption or commencement of such course beyond the aforementioned periods.

The period of assistance in university training is governed by the length of service. *Where progress is satisfactory, the assistance may be continued for as many months, in university, as the man served in the forces.* If the student's progress and *attainments* in his course are such that the Department deems it in his interest and in the public interest, the payment of the grant may be extended beyond the period of service to permit the man to complete his course.

However, the grant shall not be continued to any such person who fails in more than two classes or subjects in any academic year, nor to any such person who having failed in either one or two classes or subjects also fails in either or both supplementary examinations next offered by the university in such classes or subjects.

NOTE: "*Attainments*" means unconditioned standing in the top 25% (first quartile) of his class on the final examinations on the full work of the year next preceding the year in which his period of entitlement expires.

II. *Post-Graduate—Para. 9, P.C. 5210*

In case any discharged person

(*a*) *has entered upon a post-graduate course, either academic or professional, in a university before enlistment, or was about to do so at the time of his enlistment,* or having completed his under-graduate course in a university after his discharge, enters upon a post-graduate course as aforesaid, and

(*b*) resumes or commences such post-graduate course within

(i) one year from his discharge, or

(ii) one year from the commencement, next following his discharge,

of such course in such university, if his discharge precedes such commencement by not more than three months, or

(iii) in the case of a discharged person who completes his under-graduate course after his discharge, as soon as may be after such completion, if the Department having considered such person's attainments and his course, deems it in the public interest that he should continue such course, the Department may, subject to the provisions of this Order, authorize the payment to such person of a maintenance grant and fees for as many months as he served. The assistance may be extended if the progress and *achievements* are so outstanding that it is in the public interest that the grant should be continued.

A candidate with a first degree, B.A., B.Sc., M.D., D.D.S., etc., who applies for further training, academic or professional, in his special field, shall be considered under Paragraph 9, Post-Graduate Training.

Where a first degree is required for admission to a professional training school, or faculty, a candidate for such professional training shall be considered under Paragraph 8, Under-graduate Training.

Vocational, Technical, or Other Educational Training—Para. 6, P.C. 5210

The Department has authority to approve training, including maintenance grant and fees—together with appropriate allowances for dependents —to any discharged person, provided he has the aptitude and inclination, where such person is pursuing vocational, technical or other educational training; where the Department approves such training as being training which will fit him or keep him fit for employment or re-employment or will enable him to obtain better or more suitable employment; and where he makes progress in such training to the satisfaction of the Department.

"*Other Educational Training*" provides for

(1) Resumption of education leading to high school graduation or matriculation, where such training is pre-requisite to employment or professional training.

(2) "Refresher" or "brush-up" courses in the professions.

NOTE: The period of training is governed by the length of service. For most types of training the maximum will be twelve months. In instances where the required training exceeds twelve months grants may be continued for a period not exceeding the length of service. In no case shall grants be paid beyond the period of service except in the case of disability pensioner.

MAINTENANCE GRANTS

Where the discharged non-pensioner is in full-time training, the basic maintenance grant for a single person is $60.00 per month; married person $80.00 per month, *subject to reduction by such amount on account of any wages, salary or other income such person may have received or be entitled to receive in respect of the period for which such grant is paid, as to the Department seems right.* Appropriate allowances may be paid on behalf of dependents.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

10. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than September 15th, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 25th, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 25th to 29th.*

(3) Before the final admission, an applicant must also be approved by a Selection Committee consisting of at least three members of the College Staff and a member of the Ontario Secondary School Teachers' Federation, all of whom shall be appointed by the Dean.

(4) In the event of the rejection of an applicant in consequence of the medical examination or by the Selection Committee, and providing that the place of residence is in Ontario, the fee will be refunded and the

actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(5) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(6) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

11. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

PROGRAMME OF STUDIES

12. (1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: The Science of Education, School Management and Law, and three[1,2] subjects from the following:

at least *one* of (*a*) English
Geography and History
Mathematics
Science

not more than *two* of (*b*) Latin
French
German
Greek
Spanish

Part II. Observation and Practice Teaching.

(2) Students in attendance in the High School Assistant's course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*a*) and (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (2) may select only two subjects from (*a*) and (*b*) above, one of which must be from (*a*).

(3) Diction and Voice Production.

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 61 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

13. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in High School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each

suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

14. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(4) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(5) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(6) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(7) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

INTRAMURAL CANDIDATES

15. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than one of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

EXTRAMURAL CANDIDATES

16. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (2), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistant's course, Type B, evidence of graduation as required by Section 10 (1) (*e*)[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 15 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their exami-

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[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

nations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session, at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistant's course, Type B, and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and have had at least three years of successful teaching experience in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer course for a High School Assistant's certificate, Type B, conducted by the Department of Education, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends

throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (i) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than one subject of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) candidates who fail in not more than one subject of Part I may rewrite at an annual examination of the College Session, the examination in the subject in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistant's course, Type B, shall be exempted from attendance during the Autumn term, but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistant's certificates, Type A, or to the final examinations for said certificates, shall also be applicants for admission to the course for the Interim High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[1]

(2) (*a*) Subject to the conditions and exceptions set forth in (2) (*c*) below a candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said High School Assistant's course, Type A, or to the examinations for the High School Assistant's certificate, Type A.[2]

(*b*) Subject to the conditions and exceptions set forth in (2) (*c*) below a candidate for an Interim High School Assistant's certificate, Type A, who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the High School Assistant's certificate, Type A.[2]

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60% in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a High School Assistant's, Type A, course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the High School Assistant's, Type A, course or examination to which the candidate seeks admission.

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[1]See Section 1 (2).

[2]The Dean may exempt from this qualifying examination any candidate who submits evidence of standing not lower than 75% in the final or graduation courses approved by the Minister of Education.

COURSES[1]

18. (1) Courses shall be offered for Interim High School Assistant's certificates, Type A, in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistant's certificates, Type A, in Physical Education, Art, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

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[1]See footnotes 1, 2, page 18.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistant's course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistant's course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistant's course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their High School Assistants' certificates, Type A, endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 16 (3).

SUPPLEMENTARY COURSES

22. Students in attendance in the High School Assistant's course, Type B, may take also *one* of the following Supplementary courses:

I. Course for Elementary Physical Education certificates, Type A.

II. Course for Elementary Art certificates.

III. Course for Elementary Vocal Music certificates, Type A.

IV. Course for Elementary Commercial certificates.[1]

V. Course for Elementary Industrial Arts and Crafts certificates, Type A.[2]

VI. Course for certificates in School Librarianship.[2,4]

VII. Course for Intermediate Home Economics certificates.[2,3]

VIII. Course for First Class Public School certificates.

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I - VIII shall be those set forth in Sections 54-60 and 33 respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I - VIII shall supply themselves with such text-books and equipment as may be recommended.

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[1]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a Vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[2]These courses may not be completed in the regular College Session but require at least the equivalent of one subsequent Summer Session before the candidate will be recommended for the certificate.

[3]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

[4]Admission to this course is limited to fifteen students. If more than the number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

EXAMINATIONS OF SUPPLEMENTARY COURSES I - VII[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examinations:

Theory; Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Instrumental Music, Methods.

(4) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(5) INDUSTRIAL ARTS AND CRAFTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(6) SCHOOL LIBRARIANSHIP:

Practical Tests:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

(7) HOME ECONOMICS:

Practical Tests:

Foods, Clothing, Home Management.

Written Examinations:

Foods, Clothing, Home Management, Methods.

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[1]See Section 35 for Course VIII.

CERTIFICATES FOR SUPPLEMENTARY COURSES I - VII[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts and Crafts or of the course for the Intermediate Home Economics certificate or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or Industrial Arts and Crafts or School Librarianship a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

Holders of Provisional Elementary Commercial standing, who also hold High School Assistants' certificates, may complete the requirements for an Interim Elementary Commercial certificate, by passing the examination in Minor Methods. The standing of students writing this examination shall be determined by the combined results of the marks assigned to the six bulletins mentioned in Section 57 (7), and the records of the final examination in Minor Methods.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Industrial Arts and Crafts or Home Economics or Commercial Subjects or School Librarianship whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and

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[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Type A; in Vocal Music, the Elementary Type A, the Intermediate Type A, and the Type A; in Art, the Elementary, Intermediate, and Type A; in Industrial Arts and Crafts, the Elementary Type A; in Home Economics, the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 36 for Course VIII.

after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I-VII who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts and Crafts or Home Economics, candidates who fail in the written examinations, but pass in all the subjects of the practical tests may complete their standing by passing in the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR INTERMEDIATE AND TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, AND VOCAL MUSIC

26. (*a*) Students in the High School Assistant's Course, Type B, who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the High School Assis-

tants' courses, Type A, listed in Section 18 except in the case of those referred to in (c), (d), or (e) below.

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the High School Assistant's course, Type A, in Physical Education as well as the Elementary and Intermediate courses in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the High School Assistant's course, Type A, in Art as well as the Elementary and Intermediate courses in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%.

(*e*) Admission to the High School Assistants' course, Type A, in Vocal Music as well as to the Elementary and Intermediate courses in Vocal Music will be granted to students (i) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the teacher's or performer's diploma in Singing of the Toronto Conservatory of Music, or (iii) who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%, or (iv) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the Special Music Certificate of Queen's University.

27. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under Section 26 (*a*) and to the High School Assistant's course, Type A, in Physical Education, Art, or Vocal Music under Section 26 (*c*) (*d*) or (*e*) shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

28. (1) The subjects of the course for Intermediate certificates in Physical Education are to be found in Section 54; those of the course for Intermediate certificates in Art in Section 55; and those of the course for Intermediate Vocal Music certificates in Section 56.

(2) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

29. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Games, Gymnastics.

FOR MEN: Cadet Training, Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examinations:

Theory; Methods and Materials.

(2) ART:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

CERTIFICATES

30. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods, or (*c*) in Home Economics a mimimum of 60% of the marks assigned to each subject of the written examinations and of the practical tests.

(2) (*a*) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, or Vocal Music to those admitted under Section 26 (*c*), (*d*), or (*e*) who fulfil the conditions stated in Sections 20 and 21 (1).

(*b*) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art or Vocal Music (under Section 26 (*c*), (*d*) or (*e*)) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art, Physical Education and Vocal Music who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examinations but pass in all the subjects of the practical tests may complete their standing by passing the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

COURSE FOR THE FIRST CLASS PUBLIC SCHOOL CERTIFICATE[1]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools.

CONDITIONS OF ADMISSION

31. Applicants for admission to the course for the Interim First Class Public School certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim First Class Public School certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

[1]Course VIII as listed in Section 22.

TEXT-BOOKS

32. The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

33. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate.

MODIFICATIONS OF THE COURSE

34. (1) Students who take the Mathematics and/or Science option of the Interim High School Assistant's course, Type B, shall be exempted from Mathematics (except Arithmetic) and/or Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observation and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as options of the Interim High School Assistant's course, Type B, shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

35. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim First Class Public School certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim First Class Public School certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Normal School Courses for the Interim First Class Public School certificate.

CERTIFICATES

36. (1) (*a*) Subject to the conditions of Section 35 (1), and to the conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate, a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than three subjects

shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 16 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim First Class Public School certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

DETAILS OF SUBJECTS

37. (i) The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary and Intermediate certificates in Art, for Elementary and Intermediate Type A certificates in Music and Physical Education, and for standing in School Librarianship, Elementary Industrial Arts and Intermediate Home Economics, are set out below.

(ii) For the course for the First Class Public School certificate these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for the First Class Public School certificate.

THE SCIENCE OF EDUCATION

38. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Brewer and Landy: Occupations Today.

Darley: Testing and Guidance in the High School Guidance Program.

Gates: Educational Psychology.

Mursell: The Psychology of Secondary School Teaching.

Myers: Principles and Techniques of Vocational Guidance.

Pressey: Psychology and the New Education.

Ruch: Psychology and Life.

Sandiford: Educational Psychology

SCHOOL MANAGEMENT AND LAW

39. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH

40. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

(For Type A candidates in English and, in part, English and French, English and Latin.)

41. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: On Teaching The Mother Tongue.
Ballard: Thought and Language.
Diltz: Poetic Pilgrimage.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.

Thouless: Straight and Crooked Thinking.
Watts: The Language and Mental Development in Children.
Weekley: Something About Words.

SOCIAL STUDIES: GEOGRAPHY AND HISTORY

42. The values of these subjects in the educational programme; the High School courses of study; various possible procedures in teaching examined; special problems in geography and in history (maps, causal relationships, current events, local surveys, etc.); methods of testing and grading; books and other equipment for teaching.

43. SEMINAR IN HISTORY

(For Type A Candidates)

A more intensive study of principles and practices in the teaching of history and a consideration of topics designed to broaden professional perspective.

Books of Reference:

Barnard: Principles and Practice of Geography Teaching.
Bining: Teaching the Social Studies in Secondary Schools.
Bowman: Geography in Relation to the Social Studies.
Klapper: The Teaching of History.
Memorandum on the Teaching of Geography.
National Society for the Study of Education: The Teaching of Geography.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
The School—bound volumes and current issues.
The Social Studies—bound volumes and current issues.
Yearbooks—National Council for the Social Studies (Fourth and Sixth).

MATHEMATICS

44. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools."

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS

(For Type A Candidates in Mathematics and, in part, Mathematics and Physics.)

45. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."
15th and *17th Year-books*—The National Council of Teachers of Mathematics.

SCIENCE

46. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Brownwell-Wade: The Teaching of Science and the Science Teacher.
Curtis: Investigation in the Teaching of Science.

Hunter: Science Teaching.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE

(For Type A Candidates in Science and, in part, Mathematics and Physics)

47. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics in physics, chemistry and biology of Grade XIII.

Books of Reference:

Green: Zoological Technique for Teachers and Senior Pupils.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE

(For Type A Candidates in Agriculture)[1]

48. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Madill: History of Agricultural Education in Ontario.
Canadian Agriculture for High Schools.
MacEwan and Ewen: General Agriculture.
Dean: Dairying, Farm and Factory.
Lippincott and Card: Poultry Production.
Phillips: Beekeeping.
De La Mare: Garden Guide.
Stevens: Garden Flowers in Color.
Russell and Hastings: Agricultural Bacteriology.
Plumb: Types and Breeds of Farm Animals.
Hughes and Henson: Crop Production.
Heald: Manual of Plant Diseases.
Davis and Dickinson: Farm Projects and Problems.
Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Reports and Regulations of the Ontario Department of Education.

CLASSICS (LATIN AND GREEK)

49. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin, its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS

(For Type A Canadidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

50. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

51. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Type A Candidates in French and German *or* Spanish, and, in part, Latin and French, English and French)

52. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)[1]

53. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room

[1]Candidates for the High School Assistant's certificate, Type A, in Home Economics are advised to take also the Science of the course for the High School Assistant's certificate, Type B.

procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Herrington: Home-making.
Pollard: Education in Homemaking.
Spafford: A Functioning Program of Home Economics.
Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

PHYSICAL AND HEALTH EDUCATION AND CADET TRAINING

54. This course is outlined in the Courses of Study for Grades IX-XIII, issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
(*d*) Games.
(*e*) Swimming.
Practice (for women):
(*a*) Gymnastics.
(*b*) Games.
(*c*) Rhythmics.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Theory (for men and women).
Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
Practice (for women):
(*a*) Games.
(*b*) Gymnastics.

Books of Reference:

Texts as recommended in the Courses of Study in Defence Training, Health and Physical Education of the Ontario Department of Education.

Physical Education:

Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bunn: Basketball Methods.
Bundy: Anatomy and Physiology.
Hawley: The Kinesiology of Corrective Exercise.
Lace: Massage and Medical Gymnastics.
LaPorte and Renner: The Tumbler's Manual.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Mitchell: Intramural Athletics.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
Phelps and Kipbuth: Diagnosis and Treatment of Postural Defects.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Tisdall: The Young Athlete.
Wayman: Education Through Physical Education.
West: The Gymnast's Manual.
Williams: The Organization and Administration of Physical Education.

Health Education:

Chenoweth and Selkirk: School Health Problems.
Evans, Fry: Safety.
Robertson: Fundamentals of Health.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

Cadet Training:

Books and Army and Air Force Training Pamphlets as recommended in the Courses of Study.
Defence Training (C. J. Eustace, editor).

ART

55. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR THE INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Birren: Colour Dimensions.
Caffin: How to Study Pictures.
Cleland: An Explanation of the Munsell Theory.
Doten: Fashion Drawing.
Dougherty: Pottery Made Easy.
Dow: Composition.
Escott: Teaching Creative Art in Schools.
Fletcher: A History of Architecture.
Flexner, Cane and Clark: Hand Puppets.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Hartley and Elliott: Life and Work of the People of England—Vols. I-VI.
Hatton: Perspective; Figure Drawing.
Jacobs: The Art of Colour.
Johnston: Writing, Lettering and Illuminating.
Littlejohn: The Art of Painting in Pastel.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Nicholas, Mawhood and Trilling: Art Activities in the Modern School.
Norton: Freehand Perspective and Sketching.
Quennel: History of Everyday Things in England—Vols. I-II.
Reinach: Apollo—Story of Art throughout the Ages.
Sarg: How to Make and Operate a Marionette Theatre.
Simonds: Modelling in Clay and Wax.
Tannahill: P's and Q's.
Tonks: Colour Practice in Schools—Vols. I-II.
Zaidenberg: Anyone Can Draw.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine".

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Staton: Sweet Singing in the Choir.
Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Hill: The Singing Period, Book VII.
Gildersleeve, Smith and Bell: Living Songs.
Wilson, Christy and Bell: The Modern Choral Hour.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Dunstan: The A B C of Musical Theory.
Ahrens: Rudiments of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.
Bacharach: The Musical Companion.

Instrumental Music:

The capabilities of the commoner school band and orchestra instruments; individual practice on instruments; organization and administration; elementary scoring and transposition.

Books of Reference:

Maddey and Giddings: Instrumental Technique for Orchestra and Band.

Newton and Young: The Book of the School Orchestra.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary Type A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.

Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary Type A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with the use of the cadential 6/4 chord; sequences; unessential notes; compo-

sition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Warburton: Harmony for Schools and Colleges.

Kitson: Elementary Harmony, Book I.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

MacPherson: Form in Music.
Morris: Structure in Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Noble Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For Type A Candidates)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed in the course for Specialist harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Methods.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Scholes: Oxford Companion to Music.
The Victor Book of the Symphony.
Burrows and Redmond: Symphony Themes.
Bacharach: Lives of the Great Composers.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Mursell and Glenn: The Psychology of School Music Teaching.
Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.

57. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing: ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

(7) For holders of provisional Elementary Commercial standing, who also hold High School Assistants' certificates, and who seek to complete the requirements for an Interim Elementary Commercial Certificate by pass-

ing the examination in Minor Methods, six bulletins have been prepared. These candidates shall complete the six bulletins before writing the final examination in Minor Methods.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Frederick: How to Study Handbook.
Haynes: Tests and Measurements in Business Education.
Holland: Principles of Teaching Applied to Pitman Shorthand.
Koopman-Kester: Bookkeeping and Accounting, 2 Vols.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice.
Smith: Gregg Typing-Teacher's Handbook.
Articles in "Business Education World," "Journal of Business Education," "Pitmans Journal of Business Education."

58. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS AND CRAFTS CERTIFICATES, TYPE A

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

59. COURSE FOR A CERTIFICATE IN SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to the Interim High School Assistant's certificate, Type B, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School Library Administration and Book Selection:

School library administration discusses practical aspects of school library service such as planning and equipping the library, methods of circulating books and other materials. It includes instruction in teaching the use of libraries and their contents.

The course in book selection includes principles of selecting books for the school library, a study of catalogues and book reviewing periodicals, the evaluation of books on subjects covered by the course of studies and of books relating to the interests of youth.

Reference Work:

Reference work in the school library is the service given by the librarian to teachers and pupils in aid of some sort of study. The books most useful for this purpose are examined for their value as reference tools. Methods of instruction in the use of these books is also a part of the course.

Cataloguing and Classification:

The catalogue is the guide and index to the library collection. The course includes the preparation of the card catalogue as well as methods of instructing pupils in its use.

Classification is a systematic scheme for the arrangement of books according to subject or form. The scheme used in school libraries is the Dewey Decimal classification. This scheme is studied and applied to school needs. Instruction is also given on the listing of books by subject in a dictionary catalogue.

Books of Reference:

Boyd: Books, Libraries and You.
Brown: Library Key.
Cundiff: Recommended Reference Books for the High School Library.
Dana: The Picture Collection.
Dewey: Abridged Decimal Classification.
Douglas: Teacher-librarian's Handbook.
Fargo: Library in the School.
Haines: Living with Books.
Ingles and McCague: Teaching the use of Books and Libraries.
Johnson: Manual of Cataloging and Classification for Small School and Public Libraries.
Martin: Magazines for High Schools.
Scripture: Find it Yourself.
Sears: List of Subject Headings for Small Libraries.
Toser: Library Manual.
Walraven and Hall-Quest: Library Guidance for Teachers.
Wilson: School Library Management.

Articles in "Ontario Library Review"; "Wilson Library Bulletin".

60. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

This course shall be as outlined in Section 63.

61. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

ONE-YEAR COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

CONDITIONS OF ADMISSION

62. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than September 15th, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

COURSE OF STUDY

63. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, and meals for the aged and sick in the home). Table service.

CLOTHING

Selection.—Brief history of textile arts, source and properties of the principal textile fibres (cotton, linen, wool, silk, synthetic fibres), study of textile fabrics.

Influence of historic costume on present day styles, principles of design, factors determining individual selection.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; removal of stains; repairing.

HOME MANAGEMENT

The Home.—The background of Canadian home life; responsibility of each member of the family; standards of living in relation to home life; relation of the home to the community.

The House.—Planning; furnishing; care (study of reagents, cleaning of metals, woods, textiles, laundry work); demonstrations; household administration (problems and technical procedures in the management of the modern home); household budget.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

ELEMENTARY APPLIED SCIENCE

Structure, life history, and economic value of bacteria and yeast; chemical composition and reaction of household materials; physiological values of foods and changes which they undergo in digestion, putrefaction, etc.; testing of water, carbohydrates, proteins, fats, vegetables, flours, cereals, baking powders, beverages, etc.

Scientific study of household appliances and equipment.

METHODS IN HOME ECONOMICS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II

Observation and Practice-teaching will be provided in the Public and High Schools of Toronto and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

64. (1) Candidates for the Intermediate certificate shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value for each subject:

Foods	(200)
Clothing	(200)
Home Management	(200)
Elementary Applied Science	(100)
Methods in Home Economics	(100)

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods, 2 papers.
Clothing, 2 papers.
Home Management, 2 papers.
Elementary Applied Science, 1 paper.
Methods in Home Economics, 1 paper.

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than two subjects of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at one annual examination, the examination, written or practical or both, in the subject or subjects in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

CERTIFICATES

65. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economics certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

66. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of six units including units 1 and 2 and any four others of units 3 - 14 as follows:

1. *The Development of Modern Educational Systems*
   The movement towards state responsibility for the education of all, and the extension of state-controlled systems of education, with attention to economic, political and social changes, particularly in Great Britain, the United States and Canada during the past two centuries.

2. *The Development of Modern Educational Thought and Practice*
   The theory and practice of outstanding educators during the past two centuries, related to changing concepts of society, and the influence of these educators on ordinary classroom practice in Great Britain, the United States and Canada.

3. *Educational Psychology*
   An introductory course in general educational psychology.

4. *School Law and Administration of Education in Ontario.*

5. *Supervision*

Functions and duties of supervisors and principals as related to the administration of the elementary and secondary school and improvement of instruction; specific administrative and supervisory techniques.

6. *Principles and Practices in School Administration*

The administration of education in England, the United States, Canada, Australia, New Zealand and South Africa. Relevant information regarding other countries may be included.

The course will include a consideration of such topics as centralization *vs.* decentralization, school legislation, division of duties between central and local authorities, educational finance, supervision, etc. Comparisons between systems in different countries will be stressed throughout the course.

7. *Measurement in Education*

An evaluation of various types of objective and essay-type examinations. The preparation and use of new-type tests. Standardized tests. The measurement of general and specific aptitudes, personality traits, and school achievement. Interpretation of test results.

8. *Educational and Vocational Guidance*

Basic principles and current practices in educational and vocational guidance, with a discussion of diagnosis, counselling, and the place of group work, in a student personnel programme.

9. *Instructional Techniques and Practices*

The development of theories of learning from Pestalozzi to modern times, and the influence of these theories on curricula and methods. A study of such general methods as the Dalton Laboratory Plan and the Enterprise Method, as well as an evaluation of various methods of teaching the subjects of the elementary and the secondary school curriculum.

10. *Educational Statistics and Experimental Methods*

An introductory course in elementary statistics. Design of experiments, including the logic of generalizing

from a sample to the population and methods of planning investigations.

11. *Modern Philosophies of Education*

Critical survey of modern philosophies and the conflict of essentialist and progressivist schools of thought.
The nature of society and the aims of education in different types of society—especially in a democracy.
Various educational agencies; the peculiar place of the school; an evaluation of the school and a noting of new ventures designed to take care of the inadequacies of the school.

12. *Intelligence and its Measurement*

The nature, growth and distribution of intelligence. The preparation, administration and interpretation of group and individual mental tests.

13. *Mental Hygiene and Child Study*

The factors involved in child development (pre-school period, early school years, intermediate years, adolescence) and the difficulties and problems of each period. The preventive and remedial phases of mental hygiene.

14. *Diagnosis and Remedial Instruction*

Study of pupil difficulties and techniques of preventive and remedial teaching, with special emphasis on practices suitable for typical classrooms; use of diagnostic tests, observations and examinations and interpretation of the results.

Not more than four of these units shall be taken during a regular College Session and not more than two during a Summer Session. Courses for full-time students only will be offered in the regular Session. Not all units will be given in any one Session. Certain of the units will be offered only in alternate Sessions.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, may be exempted from attendance in two units but shall take the written examination in these units.

For two of the above units the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations, one paper per unit, shall be held in April and May at the University of Toronto or in any other locality in the

Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examination. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) Fees:

Registration	$ 5.00
Tuition, Summer Session	25.00
Tuition, regular College Session, including examination and library fees	50.00
Examination, per unit	3.00
Degree	10.00

All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each unit. The candidate who obtains 60 per cent. of the marks of each unit and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any unit may be assigned to the term work of the candidate.

(7) The candidate who has completed one or more subjects not later than May, 1945, will be given credit for two units per subject, these units to be approved by the examiners in the subjects concerned. Examinations in the subjects of the former courses in Pedagogy will be held at the end of the regular College Session 1945-46 for those candidates who have completed attendance requirements but who have not passed the examinations.

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

67. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of two units as defined herein and a thesis as defined in (5) below.

A candidate admitted to the course for the degree of Doctor of Pedagogy shall take two of the units in Sectson 66 (3) not represented in his course for the B.Paed. degree, *or* one of those units and unit 15. The candidate shall also attend such parts of unit 16 as are applicable to the field he selects for his thesis.

15. *Advanced Statistics and Measurement*

A study of recent developments in statistics and measurement, with emphasis on the mathematical assumptions and derivations underlying the theory; will include multiple regression, analysis of variance and covariance, sampling theory, and applications of statistical methods to the development of measuring instruments.

16. *Research in Education*

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, Regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Examination of thesis	10.00
Degree	25.00

All fees shall be paid to the Bursar with the application for registration or examination as the case may be.

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

68. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene
School of Chinese Studies
Institute of Child Study

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Business.

MH

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1946-1947

UNIVERSITY OF TORONTO

CALENDAR

ONTARIO COLLEGE OF EDUCATION

1946-1947

THE UNIVERSITY OF TORONTO PRESS
1946

ADMINISTRATIVE OFFICERS

The University

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Comptroller.....Arnold Gaine
Bursar and Secretary to the Board of Governors.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Chief Accountant.....R. E. Spence, B.A., A.C.A.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....John Burgon Bickersteth, M.C., M.A.
Director of University Health Service
C. D. Gossage, O.B.E., M.D., F.R.C.S.
Assistant Director of University Health Service
R. W. I. Urquhart, M.A., M.D.
Acting Assistant Director of University Health Service in charge of Women
Miss F. H. Stewart, B.A., M.D.
Manager of the University of Toronto Press.....A. Gordon Burns, B.A.

Ontario College of Education

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Dean.....A. C. Lewis, M.A., D.Paed.
Director of the Department of Educational Research
J. A. Long, B.A., Ph.D.
Director of the Vocational Guidance Centre.....M. D. Parmenter, M.A.
Supervisor of Practice Teaching.....H. A. McGuire, B.A., B.Paed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

CALENDAR, 1946-1947

1946—July 2.....Summer Session (Pedagogy) opens.
Aug. 2.....Summer Session (Pedagogy) closes.
Sept. 24-28...Medical Examination.
Sept. 25.....Lectures begin. Last day for receiving fees.
Sept. 25.....The opening address by the President to the students of all faculties at 4.15 p.m. in Convocation Hall.
Oct. 3.....Meeting of Council.
Nov. 7.....Meeting of Council.
Nov. 11.....Remembrance Day service at the Soldiers' Tower at 11 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 1 p.m.
Dec. 5.....Meeting of Council.
Dec. 20.....Last day of lectures. Term ends at 5 p.m.

1947—Jan. 6.....Winter Term begins at 9 a.m.
Jan. 9.....Meeting of Council.
Jan. 20.....Last day for receiving the second term instalment of fees.
Feb. 6.....Meeting of Council.
Mar. 6.....Meeting of Council.
Apr. 4.....Good Friday.
Apr. 14.....Spring Term begins.
May 1.....Meeting of Council.
May 16.....Last day of Lectures.
May 19-30...Final Examinations.
June 5-6.....University Commencement.

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JANUARY

Sun.	..	6	13	20	27
Mon.	..	7	14	21	28
Tues.	1	8	15	22	29
Wed.	2	9	16	23	30
Thur.	3	10	17	24	31
Fri.	4	11	18	25	....
Sat.	5	12	19	26	....

FEBRUARY

Sun.	..	3	10	17	24
Mon.	..	4	11	18	25
Tues.	..	5	12	19	26
Wed.	..	6	13	20	27
Thur.	..	7	14	21	28
Fri.	1	8	15	22	....
Sat.	2	9	16	23	....

MARCH

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

APRIL

Sun.	..	7	14	21	28
Mon.	1	8	15	22	29
Tues.	2	9	16	23	30
Wed.	3	10	17	24	....
Thur.	4	11	18	25	....
Fri.	5	12	19	26	....
Sat.	6	13	20	27	....

MAY

Sun.	..	5	12	19	26
Mon.	..	6	13	20	27
Tues.	..	7	14	21	28
Wed.	1	8	15	22	29
Thur.	2	9	16	23	30
Fri.	3	10	17	24	31
Sat.	4	11	18	25	....

JUNE

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

JULY

Sun.	..	7	14	21	28
Mon.	1	8	15	22	29
Tues.	2	9	16	23	30
Wed.	3	10	17	24	31
Thur.	4	11	18	25	....
Fri.	5	12	19	26	....
Sat.	6	13	20	27	....

AUGUST

Sun.	..	4	11	18	25
Mon.	..	5	12	19	26
Tues.	..	6	13	20	27
Wed.	..	7	14	21	28
Thur.	1	8	15	22	29
Fri.	2	9	16	23	30
Sat.	3	10	17	24	31

SEPTEMBER

Sun.	1	8	15	22	29
Mon.	2	9	16	23	30
Tues.	3	10	17	24	....
Wed.	4	11	18	25	....
Thur.	5	12	19	26	....
Fri.	6	13	20	27	....
Sat.	7	14	21	28	....

OCTOBER

Sun.	..	6	13	20	27
Mon.	..	7	14	21	28
Tues.	1	8	15	22	29
Wed.	2	9	16	23	30
Thur.	3	10	17	24	31
Fri.	4	11	18	25	....
Sat.	5	12	19	26	....

NOVEMBER

Sun.	..	3	10	17	24
Mon.	..	4	11	18	25
Tues.	..	5	12	19	26
Wed.	..	6	13	20	27
Thur.	..	7	14	21	28
Fri.	1	8	15	22	29
Sat.	2	9	16	23	30

DECEMBER

Sun.	1	8	15	22	29
Mon.	2	9	16	23	30
Tues.	3	10	17	24	31
Wed.	4	11	18	25	....
Thur.	5	12	19	26	....
Fri.	6	13	20	27	....
Sat.	7	14	21	28	....

1947 CALENDAR 1947

JANUARY

Sun.	..	5	12	19	26
Mon.	..	6	13	20	27
Tues.	..	7	14	21	28
Wed.	1	8	15	22	29
Thur.	2	9	16	23	30
Fri.	3	10	17	24	31
Sat.	4	11	18	25	....

FEBRUARY

Sun.	..	2	9	16	23
Mon.	..	3	10	17	24
Tues.	..	4	11	18	25
Wed.	..	5	12	19	26
Thur.	..	6	13	20	27
Fri.	..	7	14	21	28
Sat.	1	8	15	22	....

MARCH

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
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APRIL

Sun.	..	6	13	20	27
Mon.	..	7	14	21	28
Tues.	1	8	15	22	29
Wed.	2	9	16	23	30
Thur.	3	10	17	24	....
Fri.	4	11	18	25	....
Sat.	5	12	19	26	....

MAY

Sun.	..	4	11	18	25
Mon.	..	5	12	19	26
Tues.	..	6	13	20	27
Wed.	..	7	14	21	28
Thur.	1	8	15	22	29
Fri.	2	9	16	23	30
Sat.	3	10	17	24	31

JUNE

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	....	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

JULY

Sun.	..	6	13	20	27
Mon.	..	7	14	21	28
Tues.	1	8	15	22	29
Wed.	2	9	16	23	30
Thur.	3	10	17	24	31
Fri.	4	11	18	25	....
Sat.	5	12	19	26	....

AUGUST

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

SEPTEMBER

Sun.	..	7	14	21	28
Mon.	1	8	15	22	29
Tues.	2	9	16	23	30
Wed.	3	10	17	24	....
Thur.	4	11	18	25	....
Fri.	5	12	19	26	....
Sat.	6	13	20	27	....

OCTOBER

Sun.	..	5	12	19	26
Mon.	..	6	13	20	27
Tues.	..	7	14	21	28
Wed.	1	8	15	22	29
Thur.	2	9	16	23	30
Fri.	3	10	17	24	31
Sat.	4	11	18	25	....

NOVEMBER

Sun.	2	9	16	23	30
Mon.	3	10	17	24	....
Tues.	4	11	18	25	....
Wed.	5	12	19	26	....
Thur.	6	13	20	27	....
Fri.	7	14	21	28	....
Sat.	1	8	15	22	29	....

DECEMBER

Sun.	..	7	14	21	28
Mon.	1	8	15	22	29
Tues.	2	9	16	23	30
Wed.	3	10	17	24	31
Thur.	4	11	18	25	....
Fri.	5	12	19	26	....
Sat.	6	13	20	27	....

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Industrial Arts, as School Librarians, as High School Assistants and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for Interim High School Assistants' certificates, Type B; Interim High School Assistants' certificates, Type A, including Physical Education, Music, and Art;[1] Interim First Class Public School certificates; Interim Elementary certificates in Art; Interim Elementary Type A certificates in Physical Education, Industrial Arts and Crafts[2] and Vocal Music; Interim Intermediate Type A certificates in Physical

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[1]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Music and Art are open only to those who qualify under section 26 (c), (d), or (e).

[2]This course may not be completed in the regular College session but requires two subsequent Summers sessions before the candidate will be recommended for the certificate.

Education, and Vocal Music, Interim Intermediate certificates in Art and Home Economics; Interim certificates in School Librarianship;[1] and for Interim Elementary Commercial certificates.

(*b*) Courses for the B.Paed. degree.

(*c*) Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

(2) High School Teachers' Certificates.

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for two years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for two years as an Assistant and as the head of a department in a Collegiate Institute.

(iv) A High School Specialist's Certificate.

(v) A High School Principal's Certificate.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(v) For a High School Principal's Certificate: For this information consult the regulations of the Department of Education.

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[1]This course may not be completed in the regular College session but requires a subsequent Summer session before the candidate will be recommended for the certificate.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. Enrolment will take place and the medical examination will begin Tuesday, September 24th. The Autumn Term will end December 20th, at 5 p.m., and the Winter Term will begin January 6th at 9 a.m. The Spring Term will begin April 14th and end May 30th.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistant's Course, Type B, and One-Year Intermediate Home Economics Course.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Instalment due Sept. 24	Second Instalment due Jan. 20
		Men		
$75	$23	$98	$73	$25
		Women		
$75	$11	$86	$61	$25

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the BURSAR, UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $1 per month shall be imposed until the whole amount is paid.

2. A fee of $2 for the medical examination for admission (see Section 10) and a College Library deposit of $1 are to be paid at the College.

3. There is no additional fee for a High School Assistant's course, Type A, or for a Supplementary course when taken concurrently with the High School Assistant's course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistant's course, Type B, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken concurrently $10.00

Fee for the qualifying examination for admission to a High School Assistant's course, Type A, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken in the same Session 5.00

*The academic fee is the same for the regular College Session as for the Session after Christmas. For those who have not attended an Ontario Secondary School for at least two years or who have not graduated from an Ontario University or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the Academic Fee is $150.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; and Health Service.

For women—Students' Administrative Council; Athletic; and Health Service.

Fee for the final examinations of the High School Assistant's course, Type A, if taken in a different Session from the final examinations of the High School Assistant's course, Type B, or from the qualifying examination 5.00

Fee for examination in one subject of any course when repeated in a subsequent Session 2.00

5. (1) EXEMPTION FROM FINAL EXAMINATIONS

Exemption from the final examinations of the various courses in which they are enrolled may be granted, in one or all, to intramural candidates, whose fees are paid in full by May 15, 1947, and whose progress and achievement have been reported as satisfactory by the director of practice-teaching and by all of the instructors in the various subjects of study. The report of the director of practice-teaching shall be based upon the critics' estimates of the practice-teaching of students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course or courses concerned.

(2) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

APPEALS

6. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

7. SCHOLARSHIPS AND PRIZES[1]

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics or in the Intermediate Home Economics course,[2] who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of $30. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Science of Education, School Management and any other two subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

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[1]Only one scholarship or prize shall be awarded to any one student.

[2]The One-Year Intermediate Home Economics course described in section 62.

HART HOUSE

8. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

9. (1) UNIVERSITY HEALTH SERVICE

The University Health Service is the official students' health service and its facilities and services are available to any student on payment of the annual fee of $5.00. This fee is compulsory for all students except (*a*) women living in residence at Victoria College, for whom the College provides its own health service; (*b*) students in the following courses:—Pass Course for Teachers, courses leading to the degrees of Bachelor of Science in Medicine and Dentistry and Bachelor of Pedagogy, certain graduate and occasional students and students in the School of Law and the Faculty of Music. Those for whom the fee is not compulsory may enjoy the privileges of the Service on payment of the fee, provided this is done at the time of registration.

Ex-service personnel who are not in courses in which the Health Service fee is obligatory may enjoy the privileges of the service by requesting the Bursar to ask the Department of Veterans Affairs to pay this fee. All are strongly advised to do this, as by special arrangement with the Department of Veterans Affairs the Health Service has agreed to act as a preliminary screening clinic: (*a*) treating as out-patients minor ailments, (*b*) hospitalizing in university infirmaries minor illness requiring such treatment, (*c*) referring by appointment to the Christie Street Hospital out-patients clinics cases requiring consultation or specialist treatment and (*d*) clearing major cases requiring hospitalization to Christie Street Hospital. In this manner, treatment and liaison with the Department of Veterans Affairs may be greatly facilitated and much time saved.

Undergraduate students, for whom the fee is compulsory, must take an annual health examination conducted by the University Health Service. This examination includes an x-ray film of the chest in the first and final years and in such other years as it may be considered necessary. Owing to the increased possibility of exposure to tuberculosis of students in the Faculty of Medicine their examination includes an X-ray of the chest each year. Should the findings at the initial examination reveal any condition which in the opinion of the Director requires the advice of a specialist, the student will be examined by a consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his family physician or other doctor of his own choice. Such a student will be required to report back to the Health Service at stated intervals during the session in order that the Health Service may know that the student has acted on the advice given him. Should any postural defect or other condition be revealed for which

exercises are considered advisable by the Director, arrangements for them will be made with the Director of Physical Education. Should the examination reveal any physical or other defect which, in the opinion of the Director, renders it inadvisable for the student to pursue his course of study, he will be so informed and a report on his case will be sent to the college, faculty or school concerned. The examination will also determine whether or not the physical condition of the student is such that he may participate in athletics or attend the required physical training classes. By order of the Board of Governors, all students irrespective of college or year must have a medical examination by the Health Service before taking part in any university athletic activity. Students of the First Year and those proposing to engage in athletic activities must therefore make early appointments for their examinations.

Health Service examinations commence immediately after Labour Day in September. The examinations are by appointment only. The importance of keeping and of being on time for the appointment, as made, cannot be over emphasized. Appointments for all faculties except Arts are made through the Class President who should contact the Health Service as soon as possible for blocks of appointments. Arts students and members of the other faculties who cannot conform to the times arranged through their Class Presidents may contact the Health Service direct. First Year students and those proposing to engage in athletic activities will be examined first and the examinations should be completed before October 15th. The remaining years are done in succession, examinations being completed early in March. Appointments for X-ray examinations of the chest are made, if possible, when the student reports for his health examination or through the Class President, or by direct contact with the Health Service. The *Varsity* should be carefully watched for notices relative to all appointments.

Any student may consult the University Health Service for medical advice between the hours of 9 a.m. and 5 p.m. daily (Saturdays 9 a.m. to 12 noon). While the Health Service does not maintain a visiting service, an initial visit for advice and disposal will be made to any student who is taken ill in lodgings or in a residence and who has not a private physician. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) will be made for this visit. These charges are payable to the University Bursar by the student, or by the Department of Veterans Affairs in the case of ex-service personnel. Any student who is taken ill or injured on the University grounds or premises will be given essential first aid treatment or advice. Further treatment is the responsibility of the student and must be arranged for privately.

While the University does not admit any legal responsibility for injuries sustained by students, the University Health Service has found it possible to provide for a measure of financial assistance towards the care of students njured while engaged in the required physical training classes or in recog-

nized athletic activities on the campus. Such assistance is available only to students who pay the Health Service fee and who have satisfied the requirements of the Athletic Directorate in regard to athletic elibibility, and will be provided solely on the authorization of the Director. The Health Service will not meet the expense of treatment for which official arrangements have not been made with the Director prior to the end of the academic term in which the athletic injury occurred. Students who secure unauthorized service do so on their own responsibility. In any case involving questions of eligibility, medical and surgical fees, hospitalization, etc., the decision of the Director is final.

The University Health Service has in operation an Infirmary for Men, situated on the third floor of the west wing of Hart House, and an Infirmary for Women established through the co-operation of University College in connection with the University College Women's Infirmary in the Women's Union, 79 St. George Street. Graduate nurses are in charge of both infirmaries and medical supervision is provided by the Health Service staff. These infirmaries are intended for students with minor illnesses requiring bed care for a period of a few days to a week and are primarily for students in residence or lodgings for whom such care is not otherwise readily available. They are not intended for serious illness or injury requiring hospitalization for longer periods nor for students living at home where bed care is available. Students will be admitted to the infirmaries on the authorization of the Director or Assistant-Director of the Health Service. While in the infirmary, a charge of $1.50 per day, payable to the University Bursar, will be made to cover the cost of meals and routine medication and medical supervision. In the case of ex-service personnel this charge will be paid by the Department of Veterans Affairs.

The University Health Service provides lectures on subjects related to the promotion and maintenance of health.

The men's Health Service is located at 43 St. George Street and the women's at 44 Hoskin Avenue. First aid in the event of sudden illness or accident is available and physicians are on duty or on call as follows:

Monday to Friday, 9 a.m. to 5 p.m.; Saturday, 9 a.m. to 12 noon.

Men—43 St. George Street, MIdway 9644.

Women—44 Hoskin Avenue, MIdway 2646.

Athletic Injuries (Men)—A clinic for athletic injuries with a surgeon and first aid attendant in charge is maintained in the West Wing of Hart House between the hours of 5 p.m. and 6.30 p.m., Monday to Friday only. All athletic injuries (men) should be directed here if possible. Te'ephone MIdway 5838 and ask for Hart House Surgery. Accidents which occur at other than the above times or are of a sufficiently serious nature as to require immediate hospital attendance should be taken: men to the Emergency Department of the Toronto General Hospital; women to the Emergency Department of Women's College Hospital, 76 Grenville Street. To obtain a physician at night or at hours other than noted above for men or women, call MIdway 5838. If there is no answer, call KIngsdale 4141 and ask for the University Health Service physician.

(2) UNIVERSITY ADVISORY BUREAU FOR EX-SERVICE STUDENTS

Under authority of the Board of Governors of the University, an Advisory Bureau for ex-service students has been formed at the University. It is located on the Queen's Park Campus at 67 St. George Street, telephone MIdway 3791. Students may visit the Bureau at any time in connection with any matter financial, educational, personal, and the problem will be dealt with promptly. The Bureau performs certain services but there is no overlapping or duplication of services already provided. Where possible the veteran is referred to existing services or agencies. Direct appointments will be made for the ex-service man, thus saving waste of time.

The personnel counsellors associated with the Bureau are qualified faculty members who have seen service in the late war and have for the most part been associated with the Personnel or Rehabilitation Directorates of the Navy, Army and Air Force.

Over-all policy relating to the operation of the Bureau is controlled by the President's Advisory Committee for ex-service students representing all Colleges and faculties and other agencies on the campus.

The actual operation of the Bureau is in the hands of a working committee of faculty members. The office of the Bureau at Queen's Park is staffed by a full-time executive secretary, Mrs. Margery King. At the Ajax Division of the University the secretary is Miss Jean Martin.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

10. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject.

(*e*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 24th, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 24th to 28th.*

(3) Before the final admission, an applicant must also be approved by a Selection Committee consisting of at least three members of the College Staff and a member of the Ontario Secondary School Teachers' Federation, all of whom shall be appointed by the Dean.

(4) In the event of the rejection of an applicant in consequence of the medical examination or by the Selection Committee, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(5) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(6) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

11. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

PROGRAMME OF STUDIES

12. (1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: The Science of Education, School Management and Law, and three[1],[2] subjects from the following:

at least *one* of (*a*) English
Geography and History
Mathematics
Science

not more than *two* of (*b*) Latin
French
German
Greek
Spanish

Part II. Observation and Practice Teaching.

(2) Students in attendance in the High School Assistant's course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

(3) Diction and Voice Production.

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 61 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

13. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*a*) and (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (2) may select only two subjects from (*a*) and (*b*) above, one of which must be from (*a*).

(*b*) Supervised Observation and Practice lessons in High School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

14. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(4) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the

candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(5) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(6) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(7) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

Intramural Candidates

15. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than one of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

Extramural Candidates

16. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (2), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the

Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistant's course, Type B, evidence of graduation as required by Section 10 (1) (*e*)[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 15 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session, at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of

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[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistant's course, Type B, and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and have had at least three years of successful teaching experience[1] in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer course for a High School Assistant's certificate, Type B, conducted by the Department of Education, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staffs of the Ontario Training College for Technical Teachers and the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

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[1]Service personnel may count a year of service for a year of teaching experience, up to a maximum of two years, but such candidates will be required to take a practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (i) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than one subject of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) candidates who fail in not more than one subject of Part I may rewrite at an annual examination of the College Session, the examination in the subject in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistant's course, Type B, shall be exempted from attendance during the Autumn term; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

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[1]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistant's certificates, Type A, or to the final examinations for said certificates, shall also be applicants for admission to the course for the Interim High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[1]

(2) (*a*) Subject to the conditions and exceptions set forth in (2) (*c*) below a candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall also obtain a minimum of 75% in a qualifying examination before he is admitted to said High School Assistant's course, Type A, or to the examinations for the High School Assistant's certificate, Type A.[2]

(*b*) Subject to the conditions and exceptions set forth in (2) (*c*) below a candidate for an Interim High School Assistant's certificate, Type A, who holds a High School Assistant's certificate or is an applicant for admission to the examinations therefor without attendance shall obtain a minimum of 75% in a qualifying examination before he is admitted to the examinations for the High School Assistant's certificate, Type A.[2]

(*c*) A candidate shall be eligible for admission to the qualifying examination when he submits evidence of standing not lower than 60%[3] in the final or graduation courses approved by the Minister of Education. Any candidate who before the close of 1933 has complied with the requirements for non-professional specialist standing in force in 1932 shall be exempted from the qualifying examination.

(*d*) Under regulations issued by the Minister of Education and to be learned on application to the Ontario College of Education, the qualifying examination for admission to a High School Assistant's, Type A, course or examination shall be held at the Ontario College of Education annually in November, and shall test the candidate's proficiency in the High School courses prescribed for the current year in the subjects represented in the High School Assistant's, Type A, course or examination to which the candidate seeks admission.

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[1]See Section 1 (2).

[2]The Dean may exempt from this qualifying examination any candidate who submits evidence of standing not lower than 75% in the final or graduation courses approved by the Minister of Education.

[3]Beginning with the 1947-48 session the standing required will be 66%.

COURSES[1]

18. (1) Courses shall be offered for Interim High School Assistant's certificates, Type A, in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistant's certificates, Type A, in Physical Education, Art, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

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[1]See footnotes 1, 2, page 18.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistant's course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistant's course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistant's course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their High School Assistants' certificates, Type A, endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 16 (3).

SUPPLEMENTARY COURSES

22. Students in attendance in the High School Assistant's course, Type B, may take also *one* of the following Supplementary courses:

I. Course for Elementary Physical Education certificates, Type A.

II. Course for Elementary Art certificates.

III. Course for Elementary Vocal Music certificates, Type A.

IV. Course for Elementary Commercial certificates.[1]

V. Course for Elementary Industrial Arts and Crafts certificates, Type A.[2]

VI. Course for certificates in School Librarianship.[2,4]

VII. Course for Intermediate Home Economics certificates.[3]

VIII. Course for First Class Public School certificates.

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I - VIII shall be those set forth in Sections 54-60 and 33 respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I - VIII shall supply themselves with such text-books and equipment as may be recommended.

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[1]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a Vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[2]The Supplementary courses leading to the certificate in School Librarianship and to the Interim Elementary Type A certificate in Industrial Arts and Crafts may not be completed in the regular College session, but require, respectively, one subsequent Summer session and two subsequent Summer sessions, before the candidates will be recommended for the certificates.

[3]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

[4]Admission to this course is limited to fifteen students. If more than the number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

EXAMINATIONS OF SUPPLEMENTARY COURSES I - VII[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art, Methods of Teaching Art.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Instrumental Music, Methods.

(4) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(5) INDUSTRIAL ARTS AND CRAFTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(6) SCHOOL LIBRARIANSHIP:

Practical Tests:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

(7) HOME ECONOMICS:

Practical Tests:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examination:

Theory and Methods.

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[1]See Section 35 for Course VIII.

CERTIFICATES FOR SUPPLEMENTARY COURSES I - VII[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art or an Elementary Commercial certificate or an Elementary Type A certificate in Physical Education or Vocal Music or an Intermediate certificate in Home Economics, or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts and Crafts or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art or Physical Education or Industrial Arts and Crafts or School Librarianship a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and of 60% of the marks assigned to each subject of the practical examinations, and to Methods, or (*c*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

No student shall be recommended for a certificate or for standing in Art or Physical Education or Vocal Music or Industrial Arts and Crafts or Home Economics or Commercial Subjects or School Librarianship whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I-VII

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[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Type A; in Vocal Music, the Elementary Type A, the Intermediate Type A, and the Type A; in Art, the Elementary, Intermediate, and Type A; in Industrial Arts and Crafts, the Elementary Type A; in Home Economics, the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 36 for Course VIII.

who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts and Crafts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR INTERMEDIATE AND TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART, AND VOCAL MUSIC

26. (*a*) Students in the High School Assistant's Course, Type B, who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art, or students whose progress and efficiency in the Elementary courses in Physical Education or Art or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art or Vocal Music shall not be granted, however, to students who are registered in one of the High School Assistants' courses, Type A, listed in Section 18 except in the case of those referred to in (c), (d), or (e) below.

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate

course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the High School Assistant's course, Type A, in Physical Education as well as the Elementary and Intermediate courses in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the High School Assistant's course, Type A, in Art as well as the Elementary and Intermediate courses in Art will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art with a final standing not lower than 60%.

(*e*) Admission to the High School Assistants' course, Type A, in Vocal Music[1] as well as to the Elementary and Intermediate courses in Vocal Music will be granted to students (i) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the degree of Bachelor of Music of the University of Toronto, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the teacher's or performer's diploma in Singing, or the School Music Certificate of the Toronto Conservatory of Music, or (iii) who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music with a final standing not lower than 60%, or (iv) who are otherwise qualified to enter the High School Assistant's course, Type B, and hold the Special Music Certificate of Queen's University.

27. Students admitted to the Intermediate courses in Physical Education or Art or Vocal Music under Section 26 (*a*) and to the High School Assistant's course, Type A, in Physical Education, Art, or Vocal Music under Section 26 (*c*) (*d*) or (*e*) shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

28. (1) The subjects of the course for Intermediate certificates in Physical Education are to be found in Section 54; those of the course for Intermediate certificates in Art in Section 55; and those of the course for Intermediate Vocal Music certificates in Section 56.

(2) Observation and Practice-teaching are obligatory in each of these courses.

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[2]Beginning with the 1947-48 session, a candidate shall in addition obtain a minimum of 75% in a qualifying examination in Music, to be held at the Ontario College of Education annually in November, before he is admitted to the High School Assistant's course, Type A, in Vocal Music.

EXAMINATIONS

29. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Games, Gymnastics, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art, Classroom Methods and Problems.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

CERTIFICATES

30. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 50% of the marks assigned to each subject of the written examinations except Methods, and 60% of the marks assigned to each subject of the practical tests and to Methods.

(2) (*a*) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art, or Vocal Music to those admitted under Section 26 (*c*), (*d*), or (*e*) who fulfil the conditions stated in Sections 20 and 21 (1).

(*b*) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art or Vocal Music (under Section 26 (*c*), (*d*) or (*e*)) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art, Physical Education and Vocal Music who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examinations but pass in all the subjects of the practical tests may complete their standing by passing the written examinations at a subsequent examination without further attendance; candidates who pass in the written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

COURSE FOR THE FIRST CLASS PUBLIC SCHOOL CERTIFICATE[1]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools.

CONDITIONS OF ADMISSION

31. Applicants for admission to the course for the Interim First Class Public School certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim First Class Public School certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

[1]Course VIII as listed in Section 22.

TEXT-BOOKS

32. The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Dickie: The Enterprise.
Gullan and Gurrey: Poetry Speaking for Children.
Hackett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
Russell: The Child and his Pencil.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

33. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Training; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate.

MODIFICATIONS OF THE COURSE

34. (1) Students who take the Mathematics and/or Science option of the Interim High School Assistant's course, Type B, shall be exempted from Mathematics (except Arithmetic) and/or Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observation and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as options of the Interim High School Assistant's course, Type B, shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

35. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim First Class Public School certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim First Class Public School certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Normal School Courses for the Interim First Class Public School certificate.

CERTIFICATES

36. (1) (*a*) Subject to the conditions of Section 35 (1), and to the conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate, a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than three subjects

shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 16 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim First Class Public School certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

DETAILS OF SUBJECTS

37. (i) The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary and Intermediate certificates in Art, for Elementary and Intermediate Type A certificates in Music and Physical Education, for Intermediate certificates in Home Economics, and for standing in School Librarianship and Elementary Industrial Arts and Crafts, are set out below.

(ii) For the course for the First Class Public School certificate these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for the First Class Public School certificate.

THE SCIENCE OF EDUCATION

38. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Gates, Jersild, McConnell and Challman: Educational Psychology.
Griffin, Laycock and Line: Mental Hygiene.
Lefever, Turrell and Weitzel: Principles and Techniques of Guidance.
Rivlin: Educating for Adjustment.

SCHOOL MANAGEMENT AND LAW

39. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH

40. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: On Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

(For Type A candidates in English and, in part, English and French, English and Latin.)

41. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: On Teaching The Mother Tongue.
Ballard: Thought and Language.
Diltz: Poetic Pilgrimage.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.

Thouless: Straight and Crooked Thinking.
Watts: The Language and Mental Development in Children.
Weekley: Something About Words.

SOCIAL STUDIES: GEOGRAPHY AND HISTORY

42. The values of these subjects in the educational programme; the High School courses of study; examination of various possible procedures in teaching; special problems in geography and in history; special matters (map work, local observations, community histories, current events, citizenship); methods of testing and grading; books and other equipment for teaching.

Books of Reference:

Barnard: Principles and Practice of Geography Teaching.
Bining: Teaching the Social Studies in Secondary Schools.
Bowman: Geography in Relation to the Social Studies.
Fairgrieve: Geography in School.
Klapper: The Teaching of History.
Memorandum on the Teaching of Geography.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
The School—bound volumes and current issues.
The Social Studies—bound volumes and current issues.
Yearbooks—National Council for the Social Studies.

43. SEMINAR IN HISTORY

(For Type A Candidates)

A more intensive study of principles and practices in the teaching of history and a consideration of topics designed to broaden professional perspective.

MATHEMATICS

44. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools."

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Ontario Writing Course, Book III.
Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithmetic.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS

(For Type A Candidates in Mathematics and, in part, Mathematics and Physics.)

45. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Fink: A Brief History of Mathematics.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Secondary Mathematics.
Thorndike: The Psychology of Arithmetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."
15th and *17th Year-books*—The National Council of Teachers of Mathematics.

SCIENCE

46. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Brownwell-Wade: The Teaching of Science and the Science Teacher.
Curtis: Investigation in the Teaching of Science.

Hunter: Science Teaching.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE

(For Type A Candidates in Science and, in part, Mathematics and Physics)

47. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics in physics, chemistry and biology of Grade XIII.

Books of Reference:

Green: Zoological Technique for Teachers and Senior Pupils.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE

(For Type A Candidates in Agriculture)[1]

48. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Madill: History of Agricultural Education in Ontario.
MacEwan and Ewen: General Agriculture.
Dean: Dairying, Farm and Factory.
Lippincott and Card: Poultry Production.
Phillips: Beekeeping.
De La Mare: Garden Guide.
Stevens: Garden Flowers in Color.
Russell and Hastings: Agricultural Bacteriology.
Plumb: Types and Breeds of Farm Animals.
Hughes and Henson: Crop Production.
Heald: Manual of Plant Diseases.
Davis and Dickinson: Farm Projects and Problems.
Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Reports and Regulations of the Ontario Department of Education.

CLASSICS (LATIN AND GREEK)

49. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin, its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS

(For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

50. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

51. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

Basic French for Canadian Schools.
Teacher's Manual to accompany Basic French.
Burkhard: Lernen Sie Deutsch.
Cole: Modern Foreign Languages and their Teaching.
de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Handschin: Methods of Teaching Modern Languages.
Hedgcock: How to Teach French in the Classroom.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Travis and Travis: Cours moyen de français, Vol. I.
Vietor: German Pronunciation.
Wilkins: Spanish in the High Schools.

SEMINAR IN MODERN LANGUAGES

(For Type A Candidates in French and German *or* Spanish, and, in part, Latin and French, English and French)

52. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Augé: Grammaire, Cours Supérieur.
Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Livaudais-Samson: Mon Guide.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.
Travis and Travis: Cours moyen de français, Vols. I-II.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)[1]

53. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room

[1]Candidates for the High School Assistant's certificate, Type A, in Home Economics are advised to take also the Science of the course for the High School Assistant's certificate, Type B.

procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Home-making.
Pollard: Education in Homemaking.
Robinson and Scheick: Principles of Planning the Homemaking Department.
Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

PHYSICAL AND HEALTH EDUCATION AND CADET TRAINING

54. This course is outlined in the Courses of Study for Grades IX-XIII, issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
(*d*) Games.
(*e*) Swimming.
Practice (for women):
(*a*) Gymnastics.
(*b*) Games.
(*c*) Rhythmics.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).

Practice (for men):

(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.

Practice (for women):

(*a*) Games.
(*b*) Gymnastics.
(*c*) Rhythmics.

Books of Reference:

Texts as recommended in the Courses of Study in Defence Training, Health and Physical Education of the Ontario Department of Education.

Physical Education:

Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bunn: Basketball Methods.
Bundy: Anatomy and Physiology.
Hawley: The Kinesiology of Corrective Exercise.
Lace: Massage and Medical Gymnastics.
LaPorte and Renner: The Tumbler's Manual.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Macherey and Richards: Pyramids Illustrated.
Mitchell: Intramural Athletics.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
National Recreational Association: New Play Areas—Their Design and Equipment.
National Recreational Association: Introduction to Community Recreation.
Pedersen and Andreassen: Primary Gymnastics for Boys.
Phelps and Kipbuth: Diagnosis and Treatment of Postural Defects.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Tisdall: The Young Athlete.
Wayman: Education Through Physical Education.
West: The Gymnast's Manual.
Williams: The Organization and Administration of Physical Education.

Health Education:

Chenoweth and Selkirk: School Health Problems.
Evans, Fry: Safety.
Phair and Speirs: Good Health.

Robertson: Fundamentals of Health.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."
Cadet Training:
Books and Army and Air Force Training Pamphlets as recommended in the Courses of Study.
Defence Training (C. J. Eustace, editor).

ART

55. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art, Methods of Teaching Art.

COURSE FOR THE INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Arthur: Early Buildings of Ontario.
Cheney: A World History of Art.
Cheney: Expressionism in Art.
Delemos: Creative Arts and Crafts.
Dotten and Boulard: Fashion Drawing.
Dougherty: Pottery Made Easy.
Dow: Composition.
Eccott: Teaching Creative Art in Schools.
Faulkner: Ziegfeld and Hill: Art To-day.
Fletcher: A History of Architecture.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Glazier: A Manual or Historic Ornament.
Hartley and Elliott: Life and Work of the People of England—Vols. I-VI.
Johnstone: Child Art to Man Art.
McLeish: Beginnings: Teaching Art to Children.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Progressive Educational Association: Creative Expression.
Quennel: History of Everyday Things in England—Vols. I-II.

Read: Art and Industry.
Read: Education Through Art.
Robb and Garrison: Art of the Western World.
Tomlinson: Picture Making by Children.
Viola: Child Art.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine"; "Design."

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Staton: Sweet Singing in the Choir.
Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Hill: The Singing Period, Book VII.
Gildersleeve, Smith and Bell: Living Songs.
Wilson, Christy and Bell: The Modern Choral Hour.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Dunstan: The A B C of Musical Theory.
Ahrens: Rudiments of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.
Bacharach: The Musical Companion.

Instrumental Music:

The capabilities of the commoner school band and orchestra instruments; individual practice on instruments; organization and administration; elementary scoring and transposition.

Books of Reference:

Maddey and Giddings: Instrumental Technique for Orchestra and Band.
Newton and Young: The Book of the School Orchestra.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary Type A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.
Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary Type A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with the use of the cadential 6/4 chord; sequences; unessential notes; composition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Warburton: Harmony for Schools and Colleges.
Kitson: Elementary Harmony, Book I.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

MacPherson: Form in Music.
Morris: Structure in Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Noble Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For High School Assistant's, Type A Candidates)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Methods.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Scholes: Oxford Companion to Music.
The Victor Book of the Symphony.
Burrows and Redmond: Symphony Themes.
Bacharach: Lives of the Great Composers.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Mursell and Glenn: The Psychology of School Music Teaching.
Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.

57. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing; ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Frederick: How to Study Handbook.
Haynes: Tests and Measurements in Business Education.
Holland: Principles of Teaching Applied to Pitman Shorthand.
Koopman-Kester: Bookkeeping and Accounting, 2 Vols.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice.
Smith: Gregg Typing-Teacher's Handbook.
Articles in "Business Education World," "Journal of Business Education," "Pitmans Journal of Business Education."

58. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS AND CRAFTS CERTIFICATES, TYPE A

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

59. COURSE FOR A CERTIFICATE IN SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to the Interim High School Assistant's certificate, Type B, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School Library Administration and Book Selection:

School library administration discusses practical aspects of school library service such as planning and equipping the library, methods of circulating books and other materials. It includes instruction in teaching the use of libraries and their contents.

The course in book selection includes principles of selecting books for the school library, a study of catalogues and book reviewing periodicals, the evaluation of books on subjects covered by the course of studies and of books relating to the interests of youth.

Reference Work:

Reference work in the school library is the service given by the librarian to teachers and pupils in aid of some sort of study. The books most useful for this purpose are examined for their value as reference tools. Methods of instruction in the use of these books is also a part of the course.

Cataloguing and Classification:

The catalogue is the guide and index to the library collection. The course includes the preparation of the card catalogue as well as methods of instructing pupils in its use.

Classification is a systematic scheme for the arrangement of books according to subject or form. The scheme used in school libraries is the Dewey Decimal classification. This scheme is studied and applied to school needs. Instruction is also given on the listing of books by subject in a dictionary catalogue.

Books of Reference:

American Library Association. Committees on Post-war Planning: School Libraries for Today and Tomorrow.
Boyd: Books, Libraries and You.
Brown: Library Key.
Cundiff: Recommended Reference Books for the High School Library.
Dana: The Picture Collection.
Dewey: Abridged Decimal Classification (6th Edition).
Douglas: Teacher-librarian's Handbook.
Fargo: Library in the School.
Haines: Living with Books.
Ingles and McCague: Teaching the use of Books and Libraries.
Johnson: Manual of Cataloging and Classification for Small School and Public Libraries.
Martin: Magazines for High Schools.
Scripture: Find it Yourself.
Sears: List of Subject Headings for Small Libraries (5th Edition).
Toser: Library Manual.
Walraven and Hall-Quest: Library Guidance for Teachers.
Wilson: School Library Management.

Articles in "Ontario Library Review"; "Wilson Library Bulletin".

60. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

An analysis of the Course of Study, Grades IX and X, Home Economics of the General and Commercial Courses.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

Books of Reference:

Reference Books for the Course in Home Economics, Grades IX and X.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Homemaking.
Spafford: Fundamentals in Teaching Home Economics.
Williamson and Lyle: Homemaking Education in the High Schools.

61. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Ward: Defects of Speech.

ONE-YEAR COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

CONDITIONS OF ADMISSION

62. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than August 31st, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

COURSE OF STUDY

63. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, and meals for the aged and sick in the home). Table service.

CLOTHING

Selection.—Source and properties of the principal textile fibres; study of textile fabrics; principles of design; aesthetic and economic factors determining selection for the individual.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; repairing; removal of stains, laundering.

HOME MANAGEMENT

The Home.—Standards of living in relation to home life; relation of the home to the community.

The House.—Planning, furnishing; renovation; care; problems and procedures in the management of the modern home; household budgets; use and care of household equipment, appliances and fabrics.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

METHODS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II

Observation and Practice-teaching will be provided in selected Public and High Schools and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

64. (1) Candidates for the Intermediate certificate shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value of 100 for each subject:

Foods
Clothing
Home Management
Methods

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods
Clothing
Home Management
Methods

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than one subject of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at an annual examination, the examination, written or practical, in the subject in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

CERTIFICATES

65. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economics certificate may be made Permanent are contained in the regulations of the Department of Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

66. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of six units including units 1 and 2 and any four others of units 3 - 14 as follows:

1. *The Development of Modern Educational Systems*
   The movement towards state responsibility for the education of all, and the extension of state-controlled systems of education, with attention to economic, political and social changes, particularly in Great Britain, the United States and Canada during the past two centuries.

2. *The Development of Modern Educational Thought and Practice*
The theory and practice of outstanding educators during the past two centuries, related to changing concepts of society, and the influence of these educators on ordinary classroom practice in Great Britain, the United States and Canada.

3. *Educational Psychology*
An introductory course in general educational psychology.

4. *School Law and Administration of Education in Ontario.*

5. *Supervision*
Functions and duties of supervisors and principals as related to the administration of the elementary and secondary school and improvement of instruction; specific administrative and supervisory techniques.

6. *Principles and Practices in School Administration*
The administration of education in England, the United States, Canada, Australia, New Zealand and South Africa. Relevant information regarding other countries may be included.
The course will include a consideration of such topics as centralization *vs.* decentralization, school legislation, division of duties between central and local authorities, educational finance, supervision, etc. Comparisons between systems in different countries will be stressed throughout the course.

7. *Measurement in Education*
An evaluation of various types of objective and essay-type examinations. The preparation and use of new-type tests. Standardized tests. The measurement of general and specific aptitudes, personality traits, and school achievement. Interpretation of test results.

8. *Educational and Vocational Guidance*
Basic principles and current practices in educational and vocational guidance, with a discussion of diagnosis, counselling, and the place of group work, in a student personnel programme.

9. *Instructional Techniques and Practices*
The development of theories of learning from Pestalozzi to modern times, and the influence of these theories on curricula and methods. A study of such general methods as the Dalton Laboratory Plan and the Enterprise Method, as well as an evaluation of various methods of teaching the subjects of the elementary and the secondary school curriculum.

10. *Educational Statistics and Experimental Methods*

An introductory course in elementary statistics. Design of experiments, including the logic of generalizing from a sample to the population and methods of planning investigations.

11. *Modern Philosophies of Education*

Critical survey of modern philosophies and the conflict of essentialist and progressivist schools of thought.

The nature of society and the aims of education in different types of society—especially in a democracy.

Various educational agencies; the peculiar place of the school; an evaluation of the school and a noting of new ventures designed to take care of the inadequacies of the school.

12. *Intelligence and its Measurement*

The nature, growth and distribution of intelligence. The preparation, administration and interpretation of group and individual mental tests.

13. *Mental Hygiene and Child Study*

The factors involved in child development (pre-school period, early school years, intermediate years, adolescence) and the difficulties and problems of each period. The preventive and remedial phases of mental hygiene.

14. *Diagnosis and Remedial Instruction*

Study of pupil difficulties and techniques of preventive and remedial teaching, with special emphasis on practices suitable for typical classrooms; use of diagnostic tests, observations and examinations and interpretation of the results.

Not more than four of these units shall be taken during a regular College Session and not more than two during a Summer Session. Courses for full-time students only will be offered in the regular Session. Not all units will be given in any one Session. Certain of the units will be offered only in alternate Sessions.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Vocational Guidance Certificate, or who has completed attendance in any subject of the former Pedagogy courses, may be exempted from attendance in two units but shall take the written examination in these units.

For two of the above units the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard

not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations, one paper per unit, shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examination. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) Fees:

Registration	$ 5.00
Tuition, Summer Session	25.00
Tuition, regular College Session, including examination and library fees	50.00
Examination, per unit	3.00
Degree	10.00

All fees shall be paid to the Bursar with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each unit. The candidate who obtains 60 per cent. of the marks of each unit and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any unit may be assigned to the term work of the candidate.

(7) The candidate who has completed one or more subjects not later than May, 1946, will be given credit for two units per subject, these units to be approved by the examiners in the subjects concerned.

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

67. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of two units as defined herein and a thesis as defined in (5) below.

A candidate admitted to the course for the degree of Doctor of Pedagogy shall take two of the units in Section 66 (3) not represented in his course for the B.Paed. degree, *or* one of those units and unit 15. The candidate shall also attend such parts of unit 16 as are applicable to the subject he selects for his thesis, for which purpose he should secure a copy of Bulletin No. 6 of the Department of Educational Research (50c).

15. *Advanced Statistics and Measurement*

A study of recent developments in statistics and measurement, with emphasis on the mathematical assumptions and derivations underlying the theory; will include multiple regression, analysis of variance and covariance, sampling theory, and applications of statistical methods to the development of measuring instruments.

16. *Research in Education*

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before March 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, Regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Examination of thesis	10.00
Degree	25.00

All fees shall be paid to the Bursar with the application for registration or examination as the case may be.

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

68. For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships
Faculty of Arts
Faculty of Medicine
Faculty of Applied Science and Engineering
Faculty of Household Science
Ontario College of Education
Library School
Faculty of Forestry
Faculty of Music
School of Graduate Studies
Faculty of Dentistry
School of Law
School of Physical and Health Education
School of Social Work
School of Nursing
School of Hygiene
School of Chinese Studies
Institute of Child Study

CURRICULA

Pharmacy, Agriculture, Veterinary Science
University Extension—
Summer Session, Occupational Therapy, Physiotherapy, Business.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1947-1948

In view of increasing costs of supplies and labour, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1947-1948

THE UNIVERSITY OF TORONTO PRESS
1947

ADMINISTRATIVE OFFICERS

The University

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Comptroller.....Arnold Gaine, M.B.E.
Bursar and Secretary to the Board of Governors.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Chief Accountant.....R. E. Spence, B.A., A.C.A.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....Nicholas Ignatieff, M.B.E., B.Sc.
Director of University Health Service
C. D. Gossage, O.B.E., M.D., F.R.C.S.
Assistant Director of University Health Service in charge of Women
Miss F. H. Stewart, B.A., M.D.
General Manager of the University of Toronto Press
A. Gordon Burns, B.A.

Ontario College of Education

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Dean.....A. C. Lewis, M.A., D.Paed.
Director of the Department of Educational Research
J. A. Long, B.A., Ph.D.
Director of the Vocational Guidance Centre.....M. D. Parmenter, M.A.
Acting Director of the Department of Vocational Training and Industrial Arts and Crafts.....R. D. Phillips, B.Sc.
Supervisor of Practice Teaching.....H. A. McGuire, B.A., B.Paed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

CALENDAR, 1947-1948

1947—July 3.....Summer Session (Pedagogy) opens.

Aug. 6.....Summer Session (Pedagogy) closes.

Sept. 23-27...Medical Examination.

Sept. 24.....Lectures begin. Last day for receiving fees.

Sept. 24.....The opening address by the President to the students of all faculties at 4.15 p.m. in Convocation Hall.

Oct. 2.....Meeting of Council.

Nov. 6.....Meeting of Council.

Nov. 11.....Remembrance Day service at the Soldiers' Tower at 10.45 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 11.15 a.m.

Dec. 4.....Meeting of Council.

Dec. 19.....Last day of lectures. Term ends at 5 p.m.

1948—Jan. 5.....Winter Term begins at 9 a.m.

Jan. 8.....Meeting of Council.

Jan. 20.....Last day for receiving the second term instalment of fees.

Feb. 5.....Meeting of Council.

Mar. 4.....Meeting of Council.

Apr. 9.....Good Friday.

Apr. 19.....Spring Term begins.

May 6.....Meeting of Council.

May 14.....Last day of Lectures.

May 17-28...Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts and Crafts certificates).

June 3-4.....University Commencement.

June 9-13....Final Examinations for candidates for Intermediate and Specialist Arts and Crafts certificates.

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1947 CALENDAR 1947

JANUARY							FEBRUARY							MARCH							APRIL						
Sun.	..	5	12	19	26		Sun.	..	2	9	16	23		Sun.	2	9	16	23	30		Sun.	..	6	13	20	27	
Mon.	..	6	13	20	27		Mon.	..	3	10	17	24		Mon.	3	10	17	24	31		Mon.	..	7	14	21	28	
Tues.	..	7	14	21	28		Tues.	..	4	11	18	25		Tues.	4	11	18	25	....		Tues.	1	8	15	22	29	
Wed.	1	8	15	22	29		Wed.	..	5	12	19	26		Wed.	5	12	19	26	....		Wed.	2	9	16	23	30	
Thur.	2	9	16	23	30		Thur.	..	6	13	20	27		Thur.	6	13	20	27	....		Thur.	3	10	17	24	....	
Fri.	3	10	17	24	31		Fri.	..	7	14	21	28		Fri.	7	14	21	28	....		Fri.	4	11	18	25	....	
Sat.	4	11	18	25	....		Sat.	1	8	15	22	....		Sat.	1	8	15	22	29	....	Sat.	5	12	19	26	....	

MAY							JUNE							JULY							AUGUST						
Sun.	..	4	11	18	25		Sun.	1	8	15	22	29		Sun.	..	6	13	20	27		Sun.	3	10	17	24	31	
Mon.	..	5	12	19	26		Mon.	2	9	16	23	30		Mon.	..	7	14	21	28		Mon.	4	11	18	25	....	
Tues.	..	6	13	20	27		Tues.	3	10	17	24	....		Tues.	1	8	15	22	29		Tues.	5	12	19	26	....	
Wed.	..	7	14	21	28		Wed.	4	11	18	25	....		Wed.	2	9	16	23	30		Wed.	6	13	20	27	....	
Thur.	1	8	15	22	29		Thur.	5	12	19	26	....		Thur.	3	10	17	24	31		Thur.	7	14	21	28	....	
Fri.	2	9	16	23	30		Fri.	6	13	20	27	....		Fri.	4	11	18	25	....		Fri.	1	8	15	22	29	....
Sat.	3	10	17	24	31		Sat.	7	14	21	28	....		Sat.	5	12	19	26	....		Sat.	2	9	16	23	30	....

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Sun.	..	7	14	21	28		Sun.	..	5	12	19	26		Sun.	2	9	16	23	30		Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29		Mon.	..	6	13	20	27		Mon.	3	10	17	24	....		Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30		Tues.	..	7	14	21	28		Tues.	4	11	18	25	....		Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....		Wed.	1	8	15	22	29		Wed.	5	12	19	26	....		Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....		Thur.	2	9	16	23	30		Thur.	6	13	20	27	....		Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....		Fri.	3	10	17	24	31		Fri.	7	14	21	28	....		Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....		Sat.	4	11	18	25	....		Sat.	1	8	15	22	29	....	Sat.	6	13	20	27	....	

1948 CALENDAR 1948

JANUARY							FEBRUARY							MARCH							APRIL						
Sun.	..	4	11	18	25		Sun.	1	8	15	22	29		Sun.	..	7	14	21	28		Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26		Mon.	2	9	16	23	....		Mon.	1	8	15	22	29		Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27		Tues.	3	10	17	24	....		Tues.	2	9	16	23	30		Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28		Wed.	4	11	18	25	....		Wed.	3	10	17	24	31		Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29		Thur.	5	12	19	26	....		Thur.	4	11	18	25	....		Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30		Fri.	6	13	20	27	....		Fri.	5	12	19	26	....		Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31		Sat.	7	14	21	28	....		Sat.	6	13	20	27	....		Sat.	3	10	17	24	....	

MAY							JUNE							JULY							AUGUST						
Sun.	2	9	16	23	30		Sun.	..	6	13	20	27		Sun.	..	4	11	18	25		Sun.	1	8	15	22	29	
Mon.	3	10	17	24	31		Mon.	..	7	14	21	28		Mon.	..	5	12	19	26		Mon.	2	9	16	23	30	
Tues.	4	11	18	25	....		Tues.	1	8	15	22	29		Tues.	..	6	13	20	27		Tues.	3	10	17	24	31	
Wed.	5	12	19	26	....		Wed.	2	9	16	23	30		Wed.	..	7	14	21	28		Wed.	4	11	18	25	....	
Thur.	6	13	20	27	....		Thur.	3	10	17	24	....		Thur.	1	8	15	22	29		Thur.	5	12	19	26	....	
Fri.	7	14	21	28	....		Fri.	4	11	18	25	....		Fri.	2	9	16	23	30		Fri.	6	13	20	27	....	
Sat.	1	8	15	22	29	....	Sat.	5	12	19	26	....		Sat.	3	10	17	24	31		Sat.	7	14	21	28	....	

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Sun.	..	5	12	19	26		Sun.	3	10	17	24	31		Sun.	..	7	14	21	28		Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27		Mon.	4	11	18	25	....		Mon.	1	8	15	22	29		Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28		Tues.	5	12	19	26	....		Tues.	2	9	16	23	30		Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29		Wed.	6	13	20	27	....		Wed.	3	10	17	24	....		Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30		Thur.	7	14	21	28	....		Thur.	4	11	18	25	....		Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....		Fri.	1	8	15	22	29	....	Fri.	5	12	19	26	....		Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....		Sat.	2	9	16	23	30	....	Sat.	6	13	20	27	....		Sat.	4	11	18	25	....	

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art and Crafts, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Vocational Education, Industrial Arts and Crafts, as School Librarians, as High School Assistants and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for Interim High School Assistants' certificates, Type B; Interim High School Assistants' certificates, Type A, including Physical Education, Art and Crafts, and Vocal Music;[1] Interim First Class Public School certificates;[2] Interim Elementary certificates in Art and Crafts; Interim Elementary Type A certificates in Physical Education, Industrial Arts and Crafts[3], and Vocal Music; Interim Intermediate Type A

[1]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music are open only to those who qualify under section 26 (c), (d), or (e).

[2]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[3]This course may not be completed in the regular College session but requires two subsequent Summer sessions before the candidate will be recommended for the certificate.

certificates in Physical Education, and Vocal Music, Interim Intermediate certificates in Art and Crafts, and Home Economics; Interim certificates in School Librarianship;[1] Interim Elementary Commercial certificates; Interim Ordinary Vocational certificates; and for Intermediate and Specialist certificates in Industrial Arts and Crafts.

(*b*) Courses for the B.Paed. degree.

(*c*) Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

(2) High School Teachers' Certificates.[2]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for two years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for two years as an Assistant and as the head of a department in a Collegiate Institute.

(iv) A High School Specialist's Certificate.

(v) A High School Principal's Certificate.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

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[1]This course may not be completed in the regular College session but requires a subsequent Summer session before the candidate will be recommended for the certificate.

[2]For certificates in Vocational Training and in Industrial Arts and Crafts, see Section 77.

(v) For a High School Principal's Certificate: For this information consult the regulations of the Department of Education.

(c) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. Enrolment will take place and the medical examination will begin Tuesday, September 23rd. The Autumn Term will end December 19th, at 5 p.m., and the Winter Term will begin January 5th at 9 a.m. The Spring Term will begin April 19th and end May 28th.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistant's Course, Type B, One-Year Intermediate Home Economics Course, and Vocational Training and Industrial Arts and Crafts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Sept. 23	Second Term Instalment due Jan. 20
		Men		
$75	$23	$98	$73	$25
		Women		
$75	$11	$86	$61	$25

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $1 per month shall be imposed until the whole amount is paid.

2. A fee of $2 for the medical examination for admission (see Section 10) and a College Library deposit of $1 are to be paid at the College.

3. There is no additional fee for a High School Assistant's course, Type A, or for a Supplementary course when taken concurrently with the High School Assistant's course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistant's course, Type B, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken concurrently..... $10.00

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*The academic fee is the same for the regular College Session as for the Session after Christmas. For those who have not attended an Ontario Secondary School for at least two years or who have not graduated from an Ontario University or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the Academic Fee is $150.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; and Health Service.

For women—Students' Administrative Council; Athletic; and Health Service.

Fee for the final examinations of the High School Assistant's course, Type A, if taken in a different Session from the final examinations of the High School Assistant's course, Type B..... 5.00

Fee for examination in one subject of any course when repeated in a subsequent Session..... 2.00

5. (1) EXEMPTION FROM FINAL EXAMINATIONS

Exemption from the final examinations of the various courses in which they are enrolled may be granted, in one or all, to intramural candidates, whose fees are paid in full by May 15, 1948, and whose progress and achievement have been reported as satisfactory by the supervisor of practice-teaching and by all of the instructors in the various subjects of study. The report of the supervisor of practice-teaching shall be based upon the critics' estimates of the practice-teaching of students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course or courses concerned.

(2) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

APPEALS

6. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

7. SCHOLARSHIPS AND PRIZES[1]

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics or in the Intermediate Home Economics course,[2] who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Science of Education, School Management and any other two subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

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[1]Only one scholarship or prize shall be awarded to any one student.
[2]The One-Year Intermediate Home Economics course described in section 62.

HART HOUSE

8. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

UNIVERSITY HEALTH SERVICE

I. *Membership:* Membership in the University Health Service is obligatory for all students, with the following exceptions:

(a) Women living in residence at Victoria College, for whom the college provides its own Health Service.

(b) Students in the Pass Course for Teachers, in the School of Law, in courses leading to the degrees of Bachelor of Science in Medicine, Bachelor of Science in Dentistry and Bachelor of Pedagogy; and certain graduate and occasional students.

Those for whom the fee is not compulsory may obtain membership in the Service on payment of the fee, provided this is done at the time of resistration.

The Health Service maintains a close liaison with the Medical Service of the Department of Veterans Affairs.

II. *Objective:* The objective is the preservation and promotion of the students' health.

III. *Facilities:*

(1) Annual Medical Examination. By order of the Board of Governors, a medical examination by the Health Service is compulsory each year for:

(a) All new undergraduate students.

(b) Any student before taking part in Athletics or the required physical training programme.

The examination is optional for all others but they are urged to avail themselves of the privilege of this annual medical consultation.

(2) X-ray Chest Survey for Pulmonary Tuberculosis. By order of the Board of Governors, the following groups of students must have an X-ray examination of the chest as arranged by the Health Service:

(a) All new students.

(b) All final year students.

(c) All Medical students (annually).

(d) Any student for whom it is considered necessary.

(3) A Consultation and Emergency Service. Any student may consult a Staff Physician at the Health Service between the hours of 9 a.m. to 5 p.m., Monday to Friday, and 9 a.m. to 1 p.m. Saturday.

(4) Athletic Injury Service. The University does not accept any responsibility for injuries sustained by students while engaged in

physical education classes or in University athletic activities. At the discretion of the Director, however, treatment of minor conditions may be provided. Such treatment will be provided at the Men's and Women's Health Service and Hart House Surgery, under an agreement with the University Health Service. The expense of treatment obtained outside of the Depatrment of Health Service will be met only if approved by the Director.

(5) Health Education. The Health Service provides lectures on subjects related to the preservation and promotion of health.

For students living away from home who have not a private physician the following services will, when available, be provided for a nominal additional charge. In the case of students on rehabilitation grants, these charges will be borne by the Department of Veterans Affairs.

(6) A Visiting Service. An initial visit for advice and disposal will be paid. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) is made for each visit and is payable to the Chief Accountant.

(7) An Infirmary Service. This service is for the treatment of minor illnesses only. A charge of $3.00 per day, payable to the Chief Accountant, is made to cover cost of meals, nursing and routine medications.

IV *Appointments for Medical Examination:* Health Service examinations commence immediately after Labour Day in September. The examinations are by appointment only. The importance of keeping and being on time for the appointment, as made, cannot be overemphasized. Appointments for all faculties except Arts, are made through the class president. Arts students and members of the other faculties who cannot conform to the times arranged through their class presidents may contact the Health Service direct. First Year students and those proposing to engage in athletic activities will be examined first and the examinations should be completed before October 15. The remaining years are done in succession, examinations being completed early in March. Appointments for X-ray examinations of the chest are made, if possible, when the student reports for his health examination, or through the class president, or by direct contact with the Health Service. The Varsity should be carefully watched for notices relative to all appointments.

V. *Cummunicable Diseases:* Any student who has suffered from one of the communicable diseases must report to the Health Service prior to returning to the University.

VI. *Fee:* The Health Service Fee is $5.00.

VII. *Directory:*

	Address	Telephone
Health Service (Men)	43 St. George Street	MIdway 9644
Hours Open: Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.		
Health Service (Women)	43 St. George St.	MIdway 2646
Hours Open: Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.		
Hart House Surgery	Hart House	MIdway 5838, local 201
Hours Open: Monday to Friday, 5 to 6.30 p.m.		
Infirmary (Men)	42 St. George St.	MIdway 5838, local 201
Infirmary (Women)	Women's Union, 79 St. George Street	KIngsdale 8163

Accidents which occur after 6.30 p.m. (or 1 p.m. on Saturday) or are of a sufficiently serious nature as to require immediate hospital attendance should be taken:

Men: To the Emergency Department of the Toronto General Hospital, College Street.

Women: To the Emergency Department of the Women's College Hospital, 76 Grenville Street.

To obtain a physician after hours call KIngsdale 8163.

UNIVERSITY ADVISORY BUREAU FOR EX-SERVICE STUDENTS

Under authority of the Board of Governors of the University, an Advisory Bureau for Ex-Service Students has been operating at the University since 1945. Designed to assist ex-service students in their re-adjustment to civilian and academic life, the Bureau seeks to aid by performing certain definite functions:

(a) Liaison with D.V.A. The Bureau works closely with the Department of Veterans Affairs, both locally and with Ottawa headquarters, on all matters affecting the interests of ex-service students and in many ways serves as a campus clearing house for problems which might otherwise require to be referred to the Toronto office of D.V.A. During the past year an authorized officer of D.V.A. has maintained office space in the Bureau and has been of invaluable assistance in clearing locally problems falling within the province of his department.

(b) Through liaison with the University departments, the Registrars' offices and appropriate services on the campus, the Bureau furnishes information and assistance in the financial, educational and personal spheres. The Bureau, for instance, serves as a focal centre for applications

to The Veteran-Students' Loan Fund and provides information on other loan facilities, including Navy and Air Force Benevolent Trust Funds. Working with appropriate Registrars' offices, the Bureau helps the student to clarify details regarding entrance requirements, courses of study and related occupational goals. The Bureau is also available for consultation on personal questions involving adjustment to University life, assessment of interests, vocational direction and other matters of a similar nature; where advisable, students are referred to more specialized services.

(c) Liaison with other universities. In contact with the Advisory Bureaus located at other Universities across Canada, the Bureau seeks to maintain up-to-date information on local variations in all fields significant to ex-service students—entrance requirements and application deadlines, courses available, length of training, degrees awarded, etc.

Over-all policy relating to the Bureau is controlled by the President's Advisory Committee for ex-service students. The personnel consultants associated with the Bureau have for the most part seen service in the late war and have been associated with the Personnel or Rehabilitation Directorates of the Navy, Army or Air Force.

The Bureau serves the Queen's Park campus through its office at 67 St. George Street, and the Ajax campus through its office in Hart House, Ajax.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

10. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Secretary of the Ontario College of Education on a form to be obtained from him, and should submit with this application, on official forms also to be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject.

(e) An agreement, if successful in obtaining a High School Assistant's certificate, Type B, to teach thereon in the schools which are inspected by Ontario Provincial Inspectors for at least the first year of

teaching experience subsequent to the date of this certificate. *Any violation of this pledge renders this certificate invalid.*

(*f*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 23rd, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 23rd to 27th.*

(3) Before the final admission, an applicant must also be approved by a Selection Committee consisting of at least three members of the College Staff and a member of the Ontario Secondary School Teachers' Federation, all of whom shall be appointed by the Dean.

(4) In the event of the rejection of an applicant in consequence of the medical examination or by the Selection Committee, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(5) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(6) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

11. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject.

PROGRAMME OF STUDIES

12. (1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: The Science of Education, School Management and Law, and three[1,2] subjects from the following:

at least *one* of (*a*) English
Geography and History
Mathematics
Science

not more than *two* of (*b*) Latin
French
German
Greek
Spanish

Part II. Observation and Practice Teaching.

(2) Students in attendance in the High School Assistant's course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

(3) Diction and Voice Production.

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 61 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

13. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*a*) and (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (2) may select only two subjects from (*a*) and (*b*) above, one of which must be from (*a*).

(*b*) Supervised Observation and Practice lessons in High School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, shall also themselves teach model lessons in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

14. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(4) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the

candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(5) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(6) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(7) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

INTRAMURAL CANDIDATES

15. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than one of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

EXTRAMURAL CANDIDATES

16. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (2), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the

Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistant's course, Type B, evidence of graduation as required by Section 10 (1) (*f*)[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 15 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session, at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of

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[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistant's course, Type B, and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and have had at least three years of successful teaching experience[1] in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer course for a High School Assistant's certificate, Type B, conducted by the Department of Education, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers or the Ontario College of Education, and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staff of the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

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[1]Service personnel may count a year of service for a year of teaching experience, up to a maximum of two years, but such candidates will be required to take a practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (i) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than one subject of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) candidates who fail in not more than one subject of Part I may rewrite at an annual examination of the College Session, the examination in the subject in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistant's course, Type B, shall be exempted from attendance during the Autumn term[1]; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

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[1]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistant's certificates, Type A, or to the final examinations for said certificates, shall also be applicants for admission to the course for the Interim High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[1]

(2) A candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall submit evidence of standing not lower than 66% in the final or graduation courses approved by the Minister of Education.

COURSES[2]

18. (1) Courses shall be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

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[1]See Section 1 (2).
[2]See footnotes 1, 2, page 18.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistant's course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistant's course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistant's course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their High School Assistants' certificates, Type A, endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 16 (3).

SUPPLEMENTARY COURSES

22. Students in attendance in the High School Assistant's course, Type B, may take also *one* of the following Supplementary courses:

I. Course for the Elementary Physical Education certificate, Type A.

II. Course for the Elementary Art and Crafts certificate.

III. Course for the Elementary Vocal Music certificate, Type A.

IV. Course for the Elementary Commercial certificate.[1]

V. Course for the Elementary Industrial Arts and Crafts certificate, Type A.[2]

VI. Course for the certificate in School Librarianship.[2],[4]

VII. Course for the Intermediate Home Economics certificate.[3]

VIII. Course for the First Class Public School certificate.[2]

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[1]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a Vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[2]The Supplementary courses leading to the certificate in School Librarianship, to the First Class Public School certificate and to the Interim Elementary Type A certificate in Industrial Arts and Crafts may not be completed in the regular College session, but require, in School Librarianship and First Class Public School, one subsequent Summer session and in Industrial Arts and Crafts two subsequent Summer sessions before the candidates will be recommended for the certificates.

[3]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

[4]Admission to this course is limited to fifteen students. If more than the number apply, the Dean shall select those who appear to have the best preparation and aptitude for the course.

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I - VIII shall be those set forth in Sections 54-60 and 33 respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I - VIII shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I - VII[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART AND CRAFTS:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

(4) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(5) INDUSTRIAL ARTS AND CRAFTS:

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[1]See Section 35 for Course VIII.

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(6) SCHOOL LIBRARIANSHIP:

Practical Tests:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

Written Examinations:

School Library Administration and Book Selection; Reference Work; Cataloguing and Classification.

(7) HOME ECONOMICS:

Practical Tests:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examination:

Theory and Methods.

CERTIFICATES FOR SUPPLEMENTARY COURSES I - VII[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art and Crafts or an Elementary Commerical certificate or an Elementary Type A certificate in Physical Education or Vocal Music or an Intermediate certificate in Home Economics, or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts and Crafts or standing in School Librarianship, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art and Crafts or Physical Education or Industrial Arts and Crafts or School Librarianship a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Vocal Music or in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

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[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, the Intermediate Type A, and the Type A; in Vocal Music, the Elementary Type A, the Intermediate Type A, and the Type A; in Art and Crafts, the Elementary, Intermediate, and Type A; in Industrial Arts and Crafts, the Elementary Type A; in Home Economics, the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 36 for Course VIII.

No student shall be recommended for a certificate or for standing in Art and Crafts or Physical Education or Vocal Music or Industrial Arts and Crafts or Home Economics or Commercial Subjects or School Librarianship whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I-VII who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts and Crafts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art and Crafts or Vocal Music or School Librarianship, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests in Art and Crafts or Vocal Music such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR INTERMEDIATE AND TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART AND CRAFTS, AND VOCAL MUSIC

26. (*a*) Students in the High School Assistant's Course, Type B, who have completed the course for the Elementary Type A certificate in Physical Education or Vocal Music, or the Elementary certificate in Art and Crafts, or students whose progress and efficiency in the Elementary courses in Physical Education or Art and Crafts or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Physical Education or Art and Crafts or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Physical Education or Art and Crafts or Vocal Music shall not be granted, however, to students who are registered in one of the High School Assistants' courses, Type A, listed in Section 18 except in the case of those referred to in (c), (d), or (e) below.

(*b*) A student who does not hold an Elementary certificate in Physical Education or Art and Crafts or Vocal Music, and who is admitted to the Intermediate course in Physical Education or Art and Crafts or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the High School Assistant's course, Type A, in Physical Education as well as the Elementary and Intermediate courses in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the High School Assistant's course, Type A, in Art and Crafts as well as the Elementary and Intermediate courses in Art and Crafts will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 60%.

(*e*) Admission to the High School Assistants' course, Type A, in Vocal Music[1] as well as to the Elementary and Intermediate courses in Vocal Music will be granted to students (i) who are otherwise qualified to

[1]A candidate shall in addition obtain a minimum of 75% in a qualifying examination in Music, both written and practical, to be held at the Ontario College of Education annually during the first week of the Session, before he is admitted to the High School Assistant's course, Type A, in Vocal Music.

enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Arts of the University of Toronto obtained in the Honour course in Music with a final standing of at least sixty per cent, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold any one of the following:

the degree of Bachelor of Music of the University of Toronto;

the teacher's or performer's diploma in Singing of the Toronto Conservatory of Music;

the School Music certificate of the Toronto Conservatory of Music;

the Special Music certificate of Queen's University;

the Associate Vocal (teacher's) diploma of the Western Ontario Conservatory of Music;

the Special Music certificate of the University of Western Ontario.

27. Students admitted to the Intermediate courses in Physical Education or Art and Crafts or Vocal Music under Section 26 (*a*) and to the High School Assistant's course, Type A, in Physical Education, Art and Crafts, or Vocal Music under Section 26 (*c*) (*d*) or (*e*) shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

28. (1) The subjects of the course for Intermediate certificates in Physical Education are to be found in Section 54; those of the course for Intermediate certificates in Art and Crafts in Section 55; and those of the course for Intermediate Vocal Music certificates in Section 56.

(2) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

29. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Games, Gymnastics, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus.

In each of the practical tests 50% of the marks shall be assigned to the sessional and 50% to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART AND CRAFTS:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art and Crafts, Classroom Methods and Problems.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

CERTIFICATES

30. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art and Crafts or Home Economics or an Intermediate Type A certificate in Physical Education or Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Physical Education or Art and Crafts a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 60% of the marks assigned to each subject of the written examinations and practical tests.

(2) (*a*) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, or Vocal Music to those admitted under Section 26 (*c*), (*d*), or (*e*) who fulfil the conditions stated in Sections 20 and 21 (1).

(*b*) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts or Vocal Music (under Section 26 (*c*), (*d*) or (*e*)) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Physical Education, Art and Crafts and Vocal Music who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education, candidates who fail in the written examinations but pass in all the subjects of the practical tests may complete their standing by passing the written examinations at a subsequent examination without further attendance; candidates who pass in the

written examinations but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art and Crafts or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

COURSE FOR THE FIRST CLASS PUBLIC SCHOOL CERTIFICATE[1]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificates.

CONDITIONS OF ADMISSION

31. Applicants for admission to the course for the Interim First Class Public School certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim First Class Public School certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

TEXT-BOOKS

32. The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Gullan and Gurrey: Poetry Speaking for Children.
Hockett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.

[1]Course VIII as listed in Section 22.

Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

33. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Education; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate.

MODIFICATIONS OF THE COURSE

34. (1) Students who take the Mathematics and/or Science option of the Interim High School Assistant's course, Type B, shall be exempted from Mathematics (except Arithmetic) and/or Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observation and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as options of the Interim High School Assistant's course, Type B, shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and

Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

35. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim First Class Public School certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim First Class Public School certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Normal School Courses for the Interim First Class Public School certificate.

CERTIFICATES

36. (1) (*a*) Subject to the conditions of Section 35 (1), and to the conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate, a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 16 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim First Class Public School certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

DETAILS OF SUBJECTS

37. (i) The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary and Intermediate certificates in Art and Crafts, for Elementary and Intermediate Type A certificates in Music and Physical Education, for Intermediate certificates in Home Economics, and for standing in School Librarianship and Elementary Industrial Arts and Crafts, are set out below.

(ii) For the course for the First Class Public School certificate these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for the First Class Public School certificate.

THE SCIENCE OF EDUCATION

38. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Gates, Jersild, McConnell and Challman: Educational Psychology.

Griffin, Laycock and Line: Mental Hygiene.

Lefever, Turrell and Weitzel: Principles and Techniques of Guidance.

Rivlin: Educating for Adjustment.

SCHOOL MANAGEMENT AND LAW

39. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Barr, Burton and Brueckner: Supervision.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH

40. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

(For Type A candidates in English and, in part, English and French, English and Latin.)

41. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: Teaching The Mother Tongue.
Ballard: Thought and Language.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.
Thouless: Straight and Crooked Thinking.
Watts: The Language and Mental Development in Children.
Weekley: Something About Words.

SOCIAL STUDIES: GEOGRAPHY AND HISTORY

42. The values of these subjects in the educational programme; the High School courses of study; examination of various possible procedures in teaching; special problems in geography and in history; special matters (map work, local observations, community histories, current events, citizenship); methods of testing and grading; books and other equipment for teaching.

Books of Reference:

Barnard: Principles and Practice of Geography Teaching.
Bining: Teaching the Social Studies in Secondary Schools.
Bowman: Geography in Relation to the Social Studies.
Fairgrieve: Geography in School.
Griffith Taylor: Our Evolving Civilization.
Klapper: The Teaching of History.
Memorandum on the Teaching of Geography.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Wesley: Teaching the Social Studies.
The School—bound volumes and current issues.
The Social Studies—bound volumes and current issues.
Yearbooks—National Council for the Social Studies.

43. SEMINAR IN HISTORY

(For Type A Candidates)

A more intensive study of principles and practices in the teaching of history and a consideration of topics designed to broaden professional perspective.

MATHEMATICS

44. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools."

Business Practice and Writing.—Elementary concepts of formal cash book; functions of treasurer; communications; travel information; public utilities; banking; remittances; thrift and investment; budgeting and family accounts; buying and furnishing a home.

Careful study of what constitutes good writing—legibility; suggested individual remedial exercises; numbers.

Methods of teaching the above topics.

Books of Reference:

Beattie and Bennett: Essentials of Business Practice.
Crabbe and Slinker: General Business Training.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Kirk: Introduction to Business.
Lennes: The Teaching of Arithmetic.

Mills: The Teaching of Modern Arithemtic.
National Council of Teachers of Mathematics: 5th and 7th Yearbooks.
Schultze: The Teaching of Mathematics in Secondary Schools.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Thorndike: New Methods in Arithmetic.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS

(For Type A Candidates in Mathematics and, in part, Mathematics and Physics.)

45. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Bell: Development of Mathematics.
Bell: Men of Mathematics.
Boyer: An Introduction to Mathematics for Teachers.
Cajori: A History of Mathematics.
Fink: A Brief History of Mathematics.
Merriman: To Discover Mathematics.
National Council of Teachers of Mathematics: 15th and 17th Yearbooks.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Mathematics in Secondary Schools.
Thorndike: The Psychology of Arithemetic; The Psychology of Algebra.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."

SCIENCE

46. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Brownell and Wade: The Teaching of Science and the Science Teacher.
Curtis: A Digest of Investigation in the Teaching of Science.

Hunter: Science Teaching.
Lloyd and Bigelow: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Smith and Hall: The Teaching of Chemistry and Physics.
Twiss: Principles of Science Teaching.

SEMINAR IN SCIENCE

(For Type A Candidates in Science and, in part, Mathematics and Physics)

47. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics in physics, chemistry and biology of Grade XIII.

Books of Reference:

Green: Zoological Technique for Teachers and Senior Students.
Laboratory Equipment, Department of Education, Ontario.
Mann: The Teaching of Physics.
Miller and Blaydes: Methods and Materials for Teaching Biological Science.
Newbury: The Teaching of Chemistry.
Phillips and Cox: The Teaching of Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE

(For Type A Candidates in Agriculture)[1]

48. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Davis and Dickinson: Farm Projects and Problems.
Dean: Dairying, Farm and Factory.
DeLaMare: Garden Guide.
Heald: Manual of Plant Diseases.
Hughes and Henson: Crop Production.
Lippincott and Card: Poultry Production.
MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Phillips: Beekeeping.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Stevens: Garden Flowers in Color.
Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Reports and Regulations of the Ontario Department of Education.

CLASSICS (LATIN AND GREEK)

49. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin, its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS

(For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

50. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

51. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Vietor: German Pronunciation.

SEMINAR IN MODERN LANGUAGES

(For Type A Candidates in French and German *or* Spanish, and, in part, Latin and French, English and French)

52. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Larousse: Pequeño Larousse Ilustrado.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)[1]

53. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.

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[1]Candidates for the High School Assistant's certificate, Type A, in Home Economics are advised to take also the Science of the course for the High School Assistant's certificate, Type B.

Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Home-making.
Pollard: Education in Homemaking.
Robinson and Scheick: Principles of Planning the Homemaking Department.
Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

PHYSICAL AND HEALTH EDUCATION AND CADET TRAINING

54. This course is outlined in the Courses of Study for Grades IX-XIII issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
(*d*) Games.
(*e*) Swimming.
Practice (for women):
(*a*) Gymnastics.
(*b*) Games.
(*c*) Rhythmics.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
Practice (for women):
(*a*) Games.
(*b*) Gymnastics.
(*c*) Rhythmics.

Books of Reference:

Texts as recommended in the Courses of Study in Physical and Health Education and Cadet Training of the Ontario Department of Education.

Physical Education:

Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bundy: Anatomy and Physiology.
Hawley: The Kinesiology of Corrective Exercise.
Lace: Massage and Medical Gymnastics.
LaPorte and Renner: The Tumbler's Manual.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Macherey and Richards: Pyramids Illustrated.
Mitchell: Intramural Athletics.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
National Recreational Association: New Play Areas—Their Design and Equipment.
National Recreational Association: Introduction to Community Recreation.
Phelps and Kiphuth: Diagnosis and Treatment of Postural Defects.
Rathbone: Corrective Physical Education.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
Wayman: Education Through Physical Education.
West: The Gymnast's Manual.

Health Education:

Evans and Fry: Safety.
Phair and Speirs: Good Health.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

Cadet Training:

Defence Training (C. J. Eustace, editor).

ART AND CRAFTS

55. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

COURSE FOR THE INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art and Crafts, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Arthur: Early Buildings of Ontario.
Cheney: A World History of Art.
Cheney: Expressionism in Art.
Delemos: Creative Arts and Crafts.
Dotten and Boulard: Fashion Drawing.
Dougherty: Pottery Made Easy.
Dow: Composition.
Eccott: Teaching Creative Art in Schools.
Faulkner, Ziegfeld and Hill: Art To-day.
Fletcher: A History of Architecture.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Glazier: A Manual of Historic Ornament.
Hartley and Elliot: Life and Work of the People of England—Vols. I-VI.
Johnstone: Child Art to Man Art.
McLeish: Beginnings: Teaching Art to Children.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Progressive Educational Association: Creative Expression.
Quennel: History of Everyday Things in England—Vols. I-II.
Read: Art and Industry.
Read: Education Through Art.
Robb and Garrison: Art of the Western World.
Tomlinson: Picture Making by Children.
Viola: Child Art.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine"; "Design."

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Books of Reference:

Bell: Theory and Sight-Singing for Choristers.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Staton: Sweet Singing in the Choir.
Foresman, Dann and Fenwick: The Highroad of Song, Book III.
The Silver Book of Songs.
Hill: The Singing Period, Book VII.
Gildersleeve, Smith and Bell: Living Songs.
Wilson, Christy and Bell: The Modern Choral Hour.
Wright: Youthful Voices.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Dunstan: The A B C of Musical Theory.
Ahrens: Rudiments of Music.
Horwood: The Basis of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.
Bacharach: The Musical Companion.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs

and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

Books of Reference:

Maddy and Giddings: Instrumental Technique for Orchestra and Band.

Newton and Young: The Book of the School Orchestra.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Books of Reference:

Bell: Theory and Sight-Singing for Choristers.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary Type A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.

Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary Type A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with the use of the cadential 6/4 chord; sequences; unessential notes; composition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Warburton: Harmony for Schools and Colleges.

Kitson: Elementary Harmony, Book I.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

Macpherson: Form in Music.
Morris: Structure of Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For High School Assistant's, Type A Candidates)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Method.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Scholes: Oxford Companion to Music.
The Victor Book of the Symphony.
Burrows and Redmond: Symphony Themes.
Bacharach: Lives of the Great Composers.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Mursell and Glenn: The Psychology of School Music Teaching.
Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.

57. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing; ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Andruss: Ways to Teach Bookkeeping.
Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.

Dvorak: Typewriting Behaviour.
Finney: Principles of Accounting I, II, III.
Haynes: Tests and Measurements in Business Education.
Jackson: Accounting Principles (1946).
Koopman-Kester: Bookkeeping and Accounting I, II.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lessenberry: College Typewriting.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Noble: Accounting Principles.
Noble, Karrenbrock, Simmons: Advanced Accounting.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice I, II.
Smith: Gregg Typing—Teacher's Handbook.
Articles in various year-books.

58. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS AND CRAFTS CERTIFICATE, TYPE A

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)

59. COURSE FOR THE CERTIFICATE IN SCHOOL LIBRARIANSHIP

The purpose of this course is the better training of teachers for schools, in which library supervision as well as teaching duties may be required.

The course of training, which is supplementary to the course leading to the Interim High School Assistant's certificate, Type B, includes the following subjects, some of which will be offered in the regular College Session, the remainder in a Summer Session.

School Library Administration and Book Selection:

School library administration discusses practical aspects of school library service such as planning and equipping the library, methods of circulating books and other materials. It includes instruction in teaching the use of libraries and their contents.

The course in book selection includes principles of selecting books for the school library, a study of catalogues and book reviewing periodicals, the evaluation of books on subjects covered by the course of studies and of books relating to the interests of youth.

Reference Work:

Reference work in the school library is the service given by the librarian to teachers and pupils in aid of some sort of study. The books most useful for this purpose are examined for their value as reference tools. Methods of instruction in the use of these books is also a part of the course.

Cataloguing and Classification:

The catalogue is the guide and index to the library collection. The course includes the preparation of the card catalogue as well as methods of instructing pupils in its use.

Classification is a systematic scheme for the arrangement of books according to subject or form. The scheme used in school libraries is the Dewey Decimal classification. This scheme is studied and applied to school needs. Instruction is also given on the listing of books by subject in a dictionary catalogue.

Books of Reference:

American Library Association. Committees on Post-war Planning: School Libraries for Today and Tomorrow.
Boyd: Books, Libraries and You.
Brown: Library Key.
Cundiff: Recommended Reference Books for the High School Library.
Dana: The Picture Collection.
Dewey: Abridged Decimal Classification (6th Edition).
Douglas: Teacher-librarian's Handbook.
Fargo: Library in the School.
Haines: Living with Books.
Ingles and McCague: Teaching the use of Books and Libraries.
Johnson: Manual of Cataloging and Classification for Small School and Public Libraries.
Martin: Magazines for School Libraries.
Scripture: Find it Yourself.
Sears: List of Subject Headings for Small Libraries (5th Edition).
Toser: Library Manual.
Walraven and Hall-Quest: Library Guidance for Teachers.
Wilson: School Library Management.
Articles in "Ontario Library Review"; "Wilson Library Bulletin".

60. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

An analysis of the Course of Study, Grades IX and X, Home Economics of the General and Commercial Courses.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

Books of Reference:

Reference Books for the Course in Home Economics, Grades IX and X.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Homemaking.
Spafford: Fundamentals in Teaching Home Economics.
Williamson and Lyle: Homemaking Education in the High Schools.

61. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Aikin: The Voice.
Anderson: Training the Speaking Voice.
Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Von Hess: So to Speak.
Ward: Defects of Speech.

ONE-YEAR COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

CONDITIONS OF ADMISSION

62. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than August 31st, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

COURSE OF STUDY

63. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, and meals for the aged and sick in the home). Table service.

CLOTHING

Selection.—Source and properties of the principal textile fibres; study of textile fabrics; principles of design; aesthetic and economic factors determining selection for the individual.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; repairing; removal of stains, laundering.

HOME MANAGEMENT

The Home.—Standards of living in relation to home life; relation of the home to the community.

The House.—Planning, furnishing; renovation; care; problems and procedures in the management of the modern home; household budgets; use and care of household equipment, appliances and fabrics.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

METHODS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II

Observation and Practice-teaching will be provided in selected Public and High Schools and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

64. (1) Candidates for the Intermediate certificate shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value of 100 for each subject:

Foods
Clothing
Home Management
Methods

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods
Clothing
Home Management
Methods

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than one subject of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at an annual examination, the examination, written or practical, in the subject in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

CERTIFICATES

65. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economics certificate may be made Permanent are contained in the regulations of the Department of Education.

66. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS AND CRAFTS

The Ontario Training College for Technical Teachers, which was established in Hamilton in 1925, has been re-organized as a department of the Ontario College of Education, Toronto, as of September 1, 1946.

I. Courses for the Ordinary Vocational certificate.
II. Courses for Industrial Arts and Crafts certificates:
    1. The Intermediate certificate.
    2. The Specialist certificate.

GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Acting Director of Vocational Teacher-Training, 371 Bloor St. West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Ordinary Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of

age, female applicants shall be not less than twenty-three and not more than thirty-two years of age.

For the Intermediate Industrial Arts and Crafts course, applicants shall be at least twenty years of age.

For the Specialist Industrial Arts and Crafts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject.

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) Before the final admission, and provided that the applicant is not already the holder of a Teacher's certificate, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 23rd, and shall hold themselves in readiness to appear for subsequent further examination as required. Students are required to be in continuous attendance at the College during the period of the medical examination, September 23rd to 27th.

(3) In the event of rejection of an applicant in consequence of the medical examination and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

67. I. COURSE FOR THE ORDINARY VOCATIONAL CERTIFICATE

ADDITIONAL REQUIREMENTS FOR ADMISSION

(1) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent. Otherwise, candidates may be required to write examinations in English, Mathematics and Science, these examinations to be held at the College on the first day of the session.

(2) Trade Training and Experience.

(a) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were

trained, showing the length of the training period and the nature of the work.

(b) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

(c) The applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes, and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test. This examination will be given by the Ontario College of Education during the first week of the session at places to be arranged.

68. PROGRAMME OF STUDIES

The course of training for the Interim Ordinary Vocational certificate consists of two parts:

Part I: Science of Education
School Law and Regulations
English
History of Vocational Education
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study
A Research Problem
Methods in Teaching and Class Management

Part II: Observation and Practic-teeaching.

69. ORGANIZATION OF COURSE

(1) Each candidate must prove by taking a Trade Test during the first week of the Session that he is a skilled craftsman in the practical subject he desires to teach.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is stressed during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties

in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to vocational departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff will visit the practice schools from time to time to assist in the valuation of the students' work.

70. DETAILS OF SUBJECTS

The details of the subjects of the course for the Ordinary Vocational certificate are set out below.

THE SCIENCE OF EDUCATION

(a) Psychology
  (i) intelligence, tests and measurements;
  (ii) learning, nature and laws; memory, fatigue, transfer, etc.
  (iii) mental hygiene of the pupil and the teacher,
  (iv) psychology of adolescence; school discipline.
(b) Guidance and Counselling.

SCHOOL LAW AND REGULATIONS

The Vocational Education Act, Regulations for Vocational Schools, the Apprenticeship Act, the Trade Schools Regulation Act; other legislation and regulations of direct concern to vocational schools.

ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words.

HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Locke, Rousseau, Pestalozzi, Fellenberg, Herbart, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

TECHNICAL SUBJECTS

(a) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(b) Shops Plans, Equipment and Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

A RESEARCH PROBLEM

Topics for the research problem will be chosen in conjunction with the staff.

METHODS IN TEACHING AND CLASS MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

71. II. COURSES FOR INDUSTRIAL ARTS AND CRAFTS CERTIFICATES

1. COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts and Crafts in Public, Separate, Continuation and High Schools. Applicants admitted under condition B below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

A. Evidence of graduation from an approved regular four-year industrial course in a vocational school, which includes machine shop practice, woodworking, drafting, electricity, and auto mechanics; and evidence of at least one year of approved industrial wage-earning experience;

OR

B. Evidence of a Second Class or more advanced Ontario teaching certificate, and *either* an Elementary Manual Training certificate *or* a statement indicating successful completion of the work of Part I of the Elementary Industrial Arts and Crafts, Type B, course or the work of Part I of the Elementary Industrial Arts and Crafts, Type A, course.

72. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts and Crafts consists of two parts as follows:

Part I: Activity Analysis and Course of Study
Shop Work
History of Industrial Arts and Crafts Education
Guidance

Part II: Observation and Practice-teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop (a) in a public school, (b) in a continuation or high school, and (c) in a collegiate institute.

Note: For the Programme of Studies for those who must attend two years, see the Programme of Studies of the course for the Ordinary Vocational Certificate in Section 68.

73. DETAILS OF SUBJECTS

ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 68.

SHOP WORK

The present set-up consists of (a) Metal work, (b) Woodwork and Crafts. Each shop is organized on the general shop plan. At least four activities are being conducted in each shop. Metal work includes such activities as forge and vise work, sheet metal, welding, machine shop, farm machinery repair and overhaul. Woodwork and Crafts include drafting, woodwork (both hand and machine processes), building construction, practical electricity, furniture finishing, leather work, pewter, art metal work, and plastics.

HISTORY OF INDUSTRIAL ARTS AND CRAFTS

See History of Vocational Education in Section 68.

GUIDANCE

A course of lectures in educational and vocational guidance.

74. 2. COURSE FOR THE SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts and Crafts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit a Permanent[2] Intermediate Industrial Arts and Crafts certificate.

75. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts and Crafts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management
Advanced Shop Work

Part II. Observation and Practice-teaching.

76. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Ordinary Vocational Certificate or the courses for the Intermediate and Specialist Certificates in Industrial Arts and Crafts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts and Crafts certificate or the Specialist Industrial Arts and Crafts certificate must pass a performance test before a certificate is issued.[3]

(4) (a) A candidate for the Ordinary Vocational certificate who passes in Part II and fails in not more than one subject of Part I shall be exempted from further attendance.

(b) A candidate for the Intermediate certificate in Industrial Arts and Crafts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

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[1]This certificate may be obtained also in summer courses conducted by the Department of Education.

[2]Service personnel may be admitted on an Interim Intermediate Arts and Crafts certificate.

[3]A candidate for the Ordinary Vocational certificate must obtain a minimum of 60% in the Trade test taken during the first week of the session (see Section 69).

(c) A candidate for the Specialist certificate in Industrial Arts and Crafts who passes in Part II and in Advanced Shop Work of Part I shall be exempted from further attendance.

(d) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(e) A candidate exempted from attendance, as provided in Section 76 (4) (a), (b) or (c), may complete his standing for a certificate by re-writing at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3) (b).

77. GRADES OF CERTIFICATES

(1) An Interim Ordinary Vocational certificate which qualifies the holder to teach a shop subject for two years in a vocational school.

(2) A Permanent Ordinary Vocational certificate.

(3) A Specialist Vocational certificate which qualifies the holder to act as Shop Director in a vocational school.

(4) An Interim Intermediate certificate in Industrial Arts and Crafts, which qualifies the holder to teach shop work for two years in a public, separate, continuation or high school.

(5) A Permanent Intermediate certificate in Industrial Arts and Crafts.

(6) A Specialist certificate in Industrial Arts and Crafts which qualifies the holder to teach shopwork in a collegiate institute.

(7) A Vocational School Principal's certificate. For the requirements for this certificate, consult the regulations of the Department of Education.

78. REFERENCE BOOKS

Allen: The Instructor, the Man and the Job.
Bagley: Classroom Management.
Bagley: The Educative Process.
Baldt: Clothing for Women.
Bennett: History of Manual and Industrial Education.
Bennett: School Efficiency.
Brewer: Education as Guidance.
Cubberley: History of Education.
Eaton: Education and Vocations.
Frykland: Trade and Job Analysis.
James: Talks to Teachers.
Jones: Principles of Guidance.
Kilpatrick: Foundations of Method.
Lapp and Mote: Learning to Earn.
Munroe: A Brief Course on the History of Education.

Quick: Educational Reformers.
Ruediger: Teaching Procedures.
Rusk: Doctrines of the Great Educators.
Sandiford: Educational Psychology.
Sears: Classroom Organization and Control.
Seath: Report on Education for Industrial Purposes.
Selvidge and Frykland: Principles of Trade and Industrial Teaching.
Strayer: A Brief Course in the Teaching Process.
Struck: Creative Teaching.
Thorndyke and Gates: Elementary Principles of Education.
Report of the Royal Commission on Industrial Training and Technical Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

79. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of six units including units 1 and 2 and any four others of units 3 - 14 as follows:

1. *The Development of Modern Educational Systems*
   The movement towards state responsibility for the education of all, and the extension of state-controlled systems of education, with attention to economic, political and social changes, particularly in Great Britain, the United States and Canada during the past two centuries.
2. *The Development of Modern Educational Thought and Practice*
   The theory and practice of outstanding educators during the past two centuries, related to changing concepts of society, and the influence of these educators on ordinary classroom practice in Great Britain, the United States and Canada.
3. *Educational Psychology*
   An introductory course in general educational psychology.

4. *School Law and Administration of Education in Ontario.*

5. *Supervision*

   Functions and duties of supervisors and principals as related to the administration of the elementary and secondary school and improvement of instruction; specific administrative and supervisory techniques.

6. *Principles and Practices in School Administration*

   The administration of education in England, the United States, Canada, Australia, New Zealand and South Africa. Relevant information regarding other countries may be included.

   The course will include a consideration of such topics as centralization *vs.* decentralization, school legislation, division of duties between central and local authorities, educational finance, supervision, etc. Comparisons between systems in different countries will be stressed throughout the course.

7. *Measurement in Education*

   An evaluation of various types of objective and essay-type examinations. The preparation and use of new-type tests. Standardized tests. The measurement of general and specific aptitudes, personality traits, and school achievement. Interpretation of test results.

8. *Educational and Vocational Guidance*

   Basic principles and current practices in educational and vocational guidance, with a discussion of diagnosis, counselling, and the place of group work, in a student personnel programme.

9. *Instructional Techniques and Practices*

   The development of theories of learning from Pestalozzi to modern times, and the influence of these theories on curricula and methods. A study of such general methods as the Dalton Laboratory Plan and the Enterprise Method, as well as an evaluation of various methods of teaching the subjects of the elementary and the secondary school curriculum.

10. *Educational Statistics and Experimental Methods*

    An introductory course in elementary statistics. Design of experiments, including the logic of generalizing from a sample to the population and methods of planning investigations.

11. *Modern Philosophies of Education*

Critical survey of modern philosophies and the conflict of essentialist and progressivist schools of thought.
The nature of society and the aims of education in different types of society—especially in a democracy.
Various educational agencies; the peculiar place of the school; an evaluation of the school and a noting of new ventures designed to take care of the inadequacies of the school.

12. *Intelligence and its Measurement*

The nature, growth and distribution of intelligence. The preparation, administration and interpretation of group and individual mental tests.

13. *Mental Hygiene and Child Study*

The factors involved in child development (pre-school period, early school years, intermediate years, adolescence) and the difficulties and problems of each period. The preventive and remedial phases of mental hygiene.

14. *Diagnosis and Remedial Instruction*

Study of pupil difficulties and techniques of preventive and remedial teaching, with special emphasis on practices suitable for typical classrooms; use of diagnostic tests, observations and examinations and interpretation of the results.

Not more than four of these units shall be taken during a regular College Session and not more than two during a Summer Session. Courses for full-time students only will be offered in the regular Session. Not all units will be given in any one Session. Certain of the units will be offered only in alternate Sessions.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Intermediate Guidance Certificate, or who has completed attendance in any subject of the former Pedagogy courses, may be exempted from attendance in two units but shall take the written examination in these units.

For two of the above units the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations, one paper per unit, shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under

a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examination. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) Fees:

Registration	$ 5.00
Tuition, Summer Session	25.00
Tuition, regular College Session, including examination and library fees	50.00
Examination, per unit	3.00
Degree	10.00

All fees shall be paid to the University of Toronto with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each unit. The candidate who obtains 60 per cent. of the marks of each unit and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any unit may be assigned to the term work of the candidate.

(7) The candidate who has completed one or more subjects not later than May, 1946, will be given credit for two units per subject, these units to be approved by the examiners in the subjects concerned.

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

80. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination[1], to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of two units as defined herein and a thesis as defined in (5) below.

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[1]Ex-service personnel who have credit for at least four units may be admitted to the qualifying examination provided they are full-time students at the time of writing.

A candidate admitted to the course for the degree of Doctor of Pedagogy shall take two of the units in Section 79 (3) not represented in his course for the B.Paed. degree, *or* one of those units and unit 15. The candidate shall also attend such parts of unit 16 as are applicable to the subject he selects for his thesis, for which purpose he should secure a copy of Bulletin No. 6 of the Department of Educational Research (50c.)

15. *Advanced Statistics and Measurement*

A study of recent developments in statistics and measurement, with emphasis on the mathematical assumptions and derivations underlying the theory; will include multiple regression, analysis of variance and covariance, sampling theory, and applications of statistical methods to the development of measuring instruments.

16. *Research in Education*

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before February 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, Regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Examination of thesis	10.00
Degree	25.00

All fees shall be paid to the Bursar with the application for registration or examination as the case may be.

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships

Faculty of Arts

Faculty of Medicine

Faculty of Applied Science and Engineering

Faculty of Household Science

Ontario College of Education

Library School

Faculty of Forestry

Faculty of Music

School of Graduate Studies

Faculty of Dentistry

School of Law

School of Physical and Health Education

School of Social Work

School of Nursing

School of Hygiene

School of Chinese Studies

Institute of Child Study

CURRICULA

Pharmacy, Agriculture, Veterinary Medicine

University Extension—

Summer Session, Occupational Therapy, Physical Therapy, Business, Institutional Management.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1948-1949

In view of increasing costs of supplies and labour, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1948-1949

THE UNIVERSITY OF TORONTO PRESS
1948

ADMINISTRATIVE OFFICERS

The University

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Registrar.....Arthur Bertram Fennell, M.C., M.A.
Acting Comptroller.....R. E. Spence, B.A., A.C.A.
Bursar and Secretary to the Board of Governors.....C. E. Higginbottom
Librarian.....William Stewart Wallace, M.A., F.R.S.C.
Superintendent of Buildings and Grounds..Arthur D'Orr LePan, B.A.Sc.
Acting Chief Accountant.....G. L. Court, D.F.C., B.Com., C.A.
Director of University Extension and Publicity
William James Dunlop, B.A., B.Paed., LL.D.
Warden of Hart House.....Nicholas Ignatieff, M.B.E., B.Sc.
Director of University Health Service
C. D. Gossage, O.B.E., M.D., F.R.C.S.
Assistant Director of University Health Service for Women
Miss F. H. Stewart, B.A., M.D.
General Manager of the University of Toronto Press
A. Gordon Burns, B.A.

Ontario College of Education

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.
Dean.....A. C. Lewis, M.A., D.Paed.
Director of the Department of Educational Research
J. A. Long, B.A., Ph.D.
Director of the Vocational Guidance Centre.....M. D. Parmenter, M.A.
Director of the Department of Vocational Training and Industrial Arts and Crafts.....R. D. Phillips, B.Sc.
Supervisor of Practice Teaching.....H. A. McGuire, B.A., B.Paed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

CALENDAR, 1948-1949

1948—July 6.....Summer Session (Pedagogy) opens.

Aug. 6.....Summer Session (Pedagogy) closes.

Sept. 21-25...Medical Examination.

Sept. 22.....Lectures begin. Last day for receiving fees.

Sept. 22.....The opening address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall.

Oct. 7.....Meeting of Council.

Nov. 4.....Meeting of Council.

Nov. 11.....Remembrance Day service at the Soldiers' Tower at 10.45 a.m. Neither lectures nor laboratory classes given from 10 a.m. to 11.15 a.m.

Dec. 2.....Meeting of Council.

Dec. 17.....Last day of lectures. Term ends at 5 p.m.

1949—Jan. 4.....Winter Term begins at 9 a.m.

Jan. 6.....Meeting of Council.

Jan. 20.....Last day for receiving the second term instalment of fees.

Feb. 3.....Meeting of Council.

Mar. 3.....Meeting of Council.

Apr. 15.....Good Friday.

Apr. 25.....Spring Term begins.

May 5.....Meeting of Council.

May 13.....Last day of Lectures.

May 16-27...Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts and Crafts certificates).

June 2-3.....University Commencement.

June 13-15...Final Examinations for candidates for Intermediate and Specialist Industrial Arts and Crafts certificates.

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1948 CALENDAR 1948

JANUARY							FEBRUARY							MARCH						
Sun.	..	4	11	18	25		Sun.	1	8	15	22	29		Sun.	..	7	14	21	28	
Mon.	..	5	12	19	26		Mon.	2	9	16	23	....		Mon.	1	8	15	22	29	
Tues.	..	6	13	20	27		Tues.	3	10	17	24	....		Tues.	2	9	16	23	30	
Wed.	..	7	14	21	28		Wed.	4	11	18	25	....		Wed.	3	10	17	24	31	
Thur.	1	8	15	22	29		Thur.	5	12	19	26	....		Thur.	4	11	18	25	....	
Fri.	2	9	16	23	30		Fri.	6	13	20	27	....		Fri.	5	12	19	26	....	
Sat.	3	10	17	24	31		Sat.	7	14	21	28	....		Sat.	6	13	20	27	....	

APRIL						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

MAY						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

JUNE						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

JULY						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

AUGUST						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

SEPTEMBER						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

OCTOBER						
Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

NOVEMBER						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	....	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

DECEMBER						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

1949 CALENDAR 1949

JANUARY						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

FEBRUARY						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	....	
Wed.	2	9	16	23	....	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

MARCH						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

APRIL						
Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

MAY						
Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

JUNE						
Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

JULY						
Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

AUGUST						
Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

SEPTEMBER						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

OCTOBER						
Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

NOVEMBER						
Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

DECEMBER						
Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

THE ONTARIO COLLEGE OF EDUCATION

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art and Crafts, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Vocational Education, Industrial Arts and Crafts, as School Librarians, as High School Assistants and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for Interim High School Assistants' certificates, Type B; Interim High School Assistants' certificates, Type A,[1] including Physical Education, Art and Crafts, and Vocal Music;[2] Interim First Class Public School certificates;[3] Interim Elementary certificates in Art and Crafts; Interim Elementary Type A certificates in Physical Education, Industrial Arts and Crafts,[4] and Vocal Music; Interim Intermediate Type A

[1]See Section 18 (1).

[2]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music are open only to those who qualify under section 26 (c), (d), or (e).

[3]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[4]This course may not be completed in the regular College session but requires two subsequent Summer sessions before the candidate will be recommended for the certificate.

certificates in Vocal Music, Interim Intermediate certificates in Art and Crafts, and Home Economics; Interim Elementary Commercial certificates; Interim Ordinary Vocational certificates; and for Intermediate and Specialist certificates in Industrial Arts and Crafts.

(*b*) Courses for the B.Paed. degree.

(*c*) Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

(2) High School Teachers' Certificates.[1]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for two years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for two years as an Assistant and as the head of a department in a Collegiate Institute.

(iv) A High School Specialist's Certificate.

(v) A High School Principal's Certificate.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario n the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(v) For a High School Principal's Certificate: For this information consult the regulations of the Department of Education.

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[1]For certificates in Vocational Training and in Industrial Arts and Crafts, see Section 76.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

SESSION

2. Enrolment will take place and the medical examination will begin Tuesday, September 21st. The Autumn Term will end December 17th, at 5 p.m., and the Winter Term will begin January 4th at 9 a.m. The Spring Term will begin April 25th and end May 27th.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistant's Course, Type B, One-Year Intermediate Home Economics Course, and Vocational Training and Industrial Arts and Crafts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Sept. 21	Second Term Instalment due Jan. 20
		Men		
$125	$23	$148	$98	$50
		Women		
$125	$11	$136	$86	$50

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $1 per month shall be imposed until the whole amount is paid.

2. A fee of $2 for the medical examination for admission (see Section 10) and a College Library deposit of $1 are to be paid at the College.

3. There is no additional fee for a High School Assistant's course, Type A, or for a Supplementary course when taken concurrently with the High School Assistant's course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistant's course, Type B, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken concurrently..... $20.00

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*The academic fee is the same for the regular College Session as for the Session after Christmas. For those who have not attended an Ontario Secondary School for at least two years or who have not graduated from an Ontario University or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the Academic Fee is $200.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; and Health Service.

For women—Students' Administrative Council; Athletic; and Health Service.

Fee for the final examinations of the High School Assistant's course, Type A, if taken in a different Session from the final examinations of the High School Assistant's course, Type B..... 5.00

Fee for examination in one subject of any course when repeated in a subsequent Session..... 2.00

5. (1) EXEMPTION FROM FINAL EXAMINATIONS

Exemption from the final examinations of the various courses in which they are enrolled may be granted, in one or all, to intramural candidates, whose fees are paid in full by May 13, 1949, and whose progress and achievement have been reported as satisfactory by the supervisor of practice-teaching and by all of the instructors in the various subjects of study. The report of the supervisor of practice-teaching shall be based upon the critics' estimates of the practice-teaching of students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students' interest and effectiveness in the work of the course or courses concerned.

(2) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

APPEALS

6. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

7. SCHOLARSHIPS AND PRIZES[1]

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics or in the Intermediate Home Economics course,[2] who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Science of Education, School Management and any other two subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

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[1]Only one scholarship or prize shall be awarded to any one student.

[2]The One-Year Intermediate Home Economics course described in section 61.

THE WILLIAM PAKENHAM FELLOWSHIP IN EDUCATION

(4) The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of the Ontario College of Education.

Accordingly a Fellowship in Education having a maximum annual value of $1,500 has been established to enable a graduate to pursue advanced work in Education either in the University of Toronto or at some other university approved by the Senate. Applicants must be residents of Ontario, holding a Bachelor's degree, a teacher's certificate valid in a Canadian province and having credit for some course or courses in Education. The value of the fellowship will ordinarily be awarded in June for a period of one year, but a holder of the fellowship will be eligible to apply for one additional year.

Applications will be made to the Secretary, Ontario College of Education.

THE UNIVERSITY OF TORONTO GENERAL BURSARIES

(5) The Board of Governors has established a fund to provide bursaries for deserving students who without financial assistance cannot continue their formal education. Further information may be obtained from the Secretary of the Faculty.

DOMINION-PROVINCIAL STUDENT-AID BURSARIES

(6) Under this programme, Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

HART HOUSE

8. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

UNIVERSITY HEALTH SERVICE

Membership. Membership in the University Health Service is obligatory for all students, with the following exceptions:

(*a*) Women living in residence at Victoria College, for whom the College provides its own Health Service.

(*b*) Students in the Pass Course for Teachers, in the School of Law, in courses leading to the degrees of Bachelor of Science in Medicine, Bachelor of Science in Dentistry and Bachelor of Pedagogy; and certain graduate and occasional students.

Those for whom the fee is not compulsory may obtain membership in the Service on payment of the fee, provided this is done at the time of registration.

Objective. The objective is the preservation and promotion of the health of the students.

Facilities. The Health Service maintains a close liaison with the Medical Service of the Department of Veterans Affairs.

(1) Medical Examination. By order of the Board of Governors, a medical examination by the Health Service is compulsory for:

(*a*) Undergraduate students in their first year of attendance at the University. This examination is to be completed within one month of registration. Thereafter, the examination is to be repeated following any serious illness or accident.

(*b*) Any student, graduate or undergraduate, whose domicile is not in Canada. This examination is to be completed annually within one month of registration.

(*c*) Any student, graduate or undergraduate, where the Health Service has reason to believe that such an examination is necessary in the interest of the health of the student or of the public.

(*d*) Any student, graduate or undergraduate, annually, before participating in organized competitive athletics. The Health Service shall have the right to debar any student on medical grounds from participating in athletics, and also to recall any athlete for examination.

An opportunity will be afforded annually for all students to have a medical check-up if they so desire.

(2) X-Ray Chest Survey for Pulmonary Tuberculosis. By order of the Board of Governors, the following groups of students must have an x-ray examination of the chest as arranged by the Health Service:

(*a*) All new students.
(*b*) All final year students.
(*c*) The following students annually:
  (i) Medical students.
  (ii) Students of the School of Nursing.
  (iii) Students whose domicile is not in Canada.
(*d*) Dental students in their first year and last two years.
(*e*) Any student for whom it is considered necessary.

(3) A Clinic Service. Any student may consult a Staff Physician at the Health Service between the hours of 9 a.m. to 4:30 p.m., Monday to Friday, and 9 a.m. to 12:30 p.m. Saturday, while the University is in session. It is essential that students should develop a sense of personal responsibility for the preservation and promotion of their own health, and if they are not enjoying good health, they are urged to consult a physician at this clinic.

(4) Athletic Injury Service. The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in University athletic activities. At the discretion of the Director, however, treatment of minor conditions may be provided. Such treatment may be provided at the Men's and Women's Health Service and Hart House Surgery, under an agreement with the University Health Service. The expense of treatment obtained outside of the Department of Health Service will be met only if approved by the Director.

(5) Health Education. The Health Service provides health education through individual consultations and at times by lectures on subjects related to the preservation and promotion of health.

For students living away from home who have not a private physician, the following services will, when available, be provided for a nominal additional charge. In the case of students on rehabilitation grants, these charges will be borne by the Department of Veterans Affairs.

(6) A Visiting Service. An initial visit only will be paid for advice and disposal. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) is made for each visit and is payable to the Chief Accountant.

(7) An Infirmary Service. This service is for the treatment of minor illnesses only, and is available from October 1st to May 15th, and during the actual session only. A charge of $3.00 per day, payable to the Chief Accountant, is made to cover cost of meals, nursing and routine medications.

Appointments for Medical Examination. Health Service examinations commence immediately after Labour Day in September. The examinations are by appointment only. The importance of keeping and being on time for the appointment as made, cannot be over-emphasized. Appointments for all faculties except Arts are made through the class president. Arts students and members of the other faculties who cannot conform to the times arranged through their class presidents, may contact the Health Service direct. Undergraduate students in their initial year of attendance at the University, students whose domicile is not in Canada, and all students, graduate or undergraduate, proposing to engage in athletic activities, will be examined first. The remaining years will be offered an opportunity for examination in succession, examinations being completed early in March. Appointments for x-ray examinations of the chest are made, if possible, when the student reports for his health examination, or through the class president, or by direct contact with the Health Service. *The Varsity* should be carefully watched for notices relative to all appointments.

Communicable Diseases. Any student who has suffered from one of the communicable diseases must report to the Health Service prior to returning to the University.

Students Whose Domicile is not in Canada. All such students are required to submit with their formal application, a certificate by a qualified medical practitioner stating that:

(1) the student is in good health and free from contagious or infectious disease, and fit to pursue his proposed course of study at this University.

(2) in addition, an x-ray film of the chest has been made within one month of the certification, and shows no evidence of tuberculosis.

They are further warned that their registration is conditional on their passing the required health examination by the University Health Service, which includes an x-ray of the chest and which must be completed within one month of registration.

Fee. The Health Service Fee is $5.00.

Directory	*Address*	*Telephone*	*Hours Open*
Health Service (Men)	43 St. George St.	MIdway 9644	Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.
Health Service (Women)	43 St. George St.	MIdway 2646	Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.

N.B. This office is closed during vacation periods. At these times, general information may be obtained from Health Service (Men), and those eligible for service may make an appointment to see Dr. Frances Stewart or her substitute at her private office, by telephoning KIngsdale 7537.

Hart House Surgery	Hart House	MIdway 5838, Local 201	Monday to Friday. 5 to 6:30 p.m. (during actual session only.)
Infirmary (Men)	42 St. George St.	MIdway 3017	Open October 1st to May 15th and during the actual session only.
Infirmary (Women)	Women's Union, 79 St. George St.	KIngsdale 8163	

Accidents which occur after 6:30 p.m. (or 1 p.m. on Saturday), or which are of a sufficiently serious nature as to require immediate hospital attendance, should be taken:

Men: To the Emergency Department of the Toronto General Hospital, College St.

Women: To the Emergency Department of the Women's College Hospital, 76 Grenville St.

To obtain a physician after hours call KIngsdale 8163; if no answer, call KIngsdale 4141, and ask for the University Health Service physician.

UNIVERSITY ADVISORY BUREAU

Under authority of the Board of Governors of the University, an Advisory Bureau for Ex-Service Students has been operating at the University since 1945. Designed to assist students in their adjustment to university life, the Bureau seeks to aid by performing certain definite functions:

(*a*) Through liaison with the University departments, the Registrars' offices and appropriate services on the campus, the Bureau furnishes information and assistance in the financial, educational and personal spheres. The Bureau, for instance, serves as a focal centre for applications to The Veteran-Students' Loan Fund and provides information on other loan facilities, including Navy, Army and Air Force Benevolent Trust Funds. Working with appropriate Registrars' offices, the Bureau helps the student to clarify details regarding entrance requirements, courses of study and related occupational goals. The Bureau is also available for consultation on personal questions involving adjustment to University life, assessment of interests, vocational direction and other matters of a similar nature; where advisable, students are referred to more specialized services.

(*b*) Liaison with D.V.A. The Bureau works closely with the Department of Veterans Affairs, both locally and with Ottawa headquarters, on all matters affecting the interests of ex-service students and in many ways serves as a campus clearing house for problems which might otherwise require to be referred to the Toronto office of D.V.A. During the past two years an authorized officer of D.V.A. has maintained office space in the Bureau and has been of invaluable assistance in clearing locally problems falling within the province of his department.

(*c*) Liaison with other universities. In contact with the Advisory Bureaus located at other Universities across Canada, the Bureau seeks to maintain up-to-date information on local variations in all fields significant to ex-service students—entrance requirements and application deadlines, courses available, length of training, degrees awarded, etc.

The personnel consultants associated with the Bureau have for the most part seen service in the late war and have been associated with the Personnell or Rehabilitation Directorates of the Navy, Army or Air Force.

The Bureau serves the Queen's Park campus through its office at 67 St. George Street, and the Ajax campus through its office in Hart House, Ajax.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

10. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Secretary

of the Ontario College of Education on an official form to be obtained from the Secretary, and should submit with this application, also on official forms which will be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject.

(e) An agreement, if successful in obtaining a High School Assistant's certificate, Type B, to teach thereon in the schools which are inspected by Ontario Provincial Inspectors for at least the first year of teaching experience subsequent to the date of this certificate. *Any violation of this pledge renders this certificate invalid.*

(*f*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music[1] or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 21st, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 21st to 25th.*

(3) Before the final admission, an applicant must also be approved by a Selection Committee consisting of at least three members of the College Staff and a member of the Ontario Secondary School Teachers' Federation, all of whom shall be appointed by the Dean.

(4) In the event of the rejection of an applicant in consequence of the medical examination or by the Selection Committee, and providing

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[1]This refers to the degree in the course in School Music of the University of Toronto introduced in 1946.

that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(5) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

(6) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

11. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject, beginning with Section 38.

PROGRAMME OF STUDIES

12. (1) The course of training for the Interim High School Assistant's certificate, Type B, consists of two parts as follows:

Part I: The Science of Education, School Management and Law, and three[1,2] subjects from the following:

at least *one* of (*a*) English
Geography and History
Mathematics
Science

not more than *two* of (*b*) Latin
French
German
Greek
Spanish

Part II. Observation and Practice Teaching.

(2) Students in attendance in the High School Assistant's course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*a*) and (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (2) may select only two subjects from (*a*) and (*b*) above, one of which must be from (*a*).

(3) Diction and Voice Production.

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 60 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

ORGANIZATION OF COURSE

13. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in High School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regula. College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

14. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(4) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(5) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(6) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(7) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

INTRAMURAL CANDIDATES

15. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than one of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

EXTRAMURAL CANDIDATES

16. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (2), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistant's course, Type B, evidence of graduation as required by Section 10 (1) (*f*)[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 15 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with

[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session, at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistant's course, Type B, and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School, and have had at least three years of successful teaching experience[1] in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold Interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer course for a High School Assistant's certificate, Type B, conducted by the Department of Education, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years,

[1]Service personnel may count a year of service for a year of teaching experience, up to a maximum of two years, but such candidates will be required to take a practical test in teaching.

Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers or the Ontario College of Education, and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staff of the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (i) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than one subject of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) candidates who fail in not more than one subject of Part I may rewrite at an annual examination of the College Session, the examination in the subject in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistant's course, Type B, shall be exempted from attendance during the Autumn term[1]; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

[1]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistant's certificates, Type A, or to the final examinations for said certificates, shall also be applicants for admission to the course for the Interim High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[1]

(2) A candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall submit evidence of standing not lower than 66% in the final or graduation courses approved by the Minister of Education.

COURSES[2]

18. (1) Courses shall be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

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[1]See Section 1 (2), page 8.
[2]See footnotes 1, 2, page 19.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of students in attendance in the High School Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistant's course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistant's course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistant's course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their High School Assistants' certificates, Type A, endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 16 (3).

SUPPLEMENTARY COURSES

22. Students in attendance in the High School Assistant's course, Type B, may take also *one* of the following Supplementary courses:

I. Course for the Elementary Physical Education certificate, Type A.

II. Course for the Elementary Art and Crafts certificate.

III. Course for the Elementary Vocal Music certificate, Type A.

IV. Course for the Elementary Commercial certificate.[1]

V. Course for the Elementary Industrial Arts and Crafts certificate, Type A.[2]

VI. Course for the Intermediate Home Economics certificate.[3]

VII. Course for the First Class Public School certificate.[2]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

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[1]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a Vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[2]The Supplementary courses leading to the First Class Public School certificate and to the Interim Elementary Type A certificate in Industrial Arts and Crafts may not be completed in the regular College session, but require, in First Class Public School, one subsequent Summer session and in Industrial Arts and Crafts two subsequent Summer sessions before the candidates will be recommended for the certificates.

[3]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

23. (1) The subjects of supplementary courses I-VII shall be those set forth in Sections 54-59 and 33 respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I-VII shall supply themselves with such text-books and equipment as may be recommended.

EXAMINATIONS OF SUPPLEMENTARY COURSES I - VI[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART AND CRAFTS:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

(4) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(5) INDUSTRIAL ARTS AND CRAFTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(6) HOME ECONOMICS:

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[1]See Section 35 for Course VII.

Practical Tests:

Meal Management; Care of the Home and Family; Clothing—Selection, Construction and Care.

Written Examination:

Theory and Methods.

CERTIFICATES FOR SUPPLEMENTARY COURSES I-VI[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art and Crafts or an Elementary Commerical certificate or an Elementary Type A certificate in Physical Education or Vocal Music or an Intermediate certificate in Home Economics, or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts and Crafts, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B. provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art and Crafts or Physical Education or Industrial Arts and Crafts a minimum of 50% of the marks assigned to each subject of the written examination and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Vocal Music or in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examination and practical tests.

No student shall be recommended for a certificate or for standing in Art and Crafts or Physical Education or Vocal Music or Industrial Arts and Crafts or Home Economics or Commercial Subjects whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

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[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, and the Type A; in Vocal Music, the Elementary Type A, the Intermediate Type A, and the Type A; in Art and Crafts, the Elementary, Intermediate, and Type A; in Industrial Arts and Crafts, the Elementary Type A; in Home Economics, the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 36 for Course VII.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I-VI who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

(i) In Physical Education or Industrial Arts and Crafts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art and Crafts or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR THE INTERMEDIATE TYPE A CERTIFICATES IN ART AND CRAFTS AND VOCAL MUSIC AND THE TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART AND CRAFTS, AND VOCAL MUSIC[1]

26. (*a*) Students in the High School Assistant's Course, Type B, who have completed the course for the Elementary Type A certificate in Vocal Music, or the Elementary certificate in Art and Crafts, or students whose progress and efficiency in the Elementary courses in Art and Crafts or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Art and Crafts or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Art and Crafts or Vocal Music shall not be granted, however, to students who are registered in one of the High School Assistants' courses, Type A, listed in Section 18 except in the case of those referred to in (*d*), or (*e*) below.

(*b*) A student who does not hold an Elementary certificate in Art and Crafts or Vocal Music, and who is admitted to the Intermediate course in Art and Crafts or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

(*c*) Admission to the High School Assistants' course, Type A, in Physical Education as well as the Elementary course in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the High School Assistant's course, Type A, in Art and Crafts as well as the Elementary and Intermediate courses in Art and Crafts will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 60%.

(*e*) Admission to the High School Assistants' course, Type A, in Vocal Music[2] as well as to the Elementary and Intermediate courses in

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[1]The course for the Intermediate certificate in Physical Education will be given only in Summer Sessions.

[2]A candidate shall in addition obtain a minimum of 75% in a qualifying examination in Music, both written and practical, to be held at the Ontario College of Education annually during the first week of the Session, before he is admitted to the High School Assistant's course, Type A, in Vocal Music.

Vocal Music will be granted to students (i) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Arts of the University of Toronto obtained in the Honour course in Music with a final standing of at least sixty per cent, or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold any one of the following:

the degree of Bachelor of Music in the course in General Music of the University of Toronto;

the teacher's or performer's associate diploma in Singing of the Royal Conservatory of Music of Toronto;[1]

the Special Music certificate of Queen's University;[1]

the Associate Vocal (teacher's) diploma of the Western Ontario Conservatory of Music;[1]

the Special Music certificate of the University of Western Ontario.[1]

27. Students admitted to the Intermediate courses in Art and Crafts or Vocal Music under Section 26 (*a*) and to the High School Assistants' course, Type A, in Physical Education, Art and Crafts, or Vocal Music under Section 26 (*c*) (*d*) or (*e*) shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

28. (1) The subjects of the course for Intermediate certificates in Art and Crafts are to be found in Section 55; and those of the course for Intermediate Vocal Music certificates in Section 56.

(2) Observation and Practice-teaching are obligatory in each of these courses.

EXAMINATIONS

29. (1) ART AND CRAFTS:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art and Crafts, Classroom Methods and Problems.

(2) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

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[1]If obtained before 1948.

CERTIFICATES

30. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art and Crafts or Home Economics or an Intermediate Type A certificate in Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Art and Crafts a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 60% of the marks assigned to each subject of the written examination and practical tests.

(2) (*a*) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, or Vocal Music to those admitted under Section 26 (*c*), (*d*), or (*e*) who fulfil the conditions stated in Sections 20 and 21 (1).

(*b*) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts or Vocal Music (under Section 26 (*c*), (*d*) or (*e*)) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art and Crafts and Vocal Music who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 66% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

Candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

COURSE FOR THE FIRST CLASS PUBLIC SCHOOL CERTIFICATE[1]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session

[1]Course VII as listed in Section 22.

but requires a subsequent Summer Session before the candidates will be recommended for the certificates.

CONDITIONS OF ADMISSION

31. Applicants for admission to the course for the Interim First Class Public School certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim First Class Public School certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

TEXT-BOOKS

32. The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Gullan and Gurrey: Poetry Speaking for Children.
Hockett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.
Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

33. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Education; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate.

MODIFICATIONS OF THE COURSE

34. (1) Students who take the Mathematics and/or Science option of the Interim High School Assistant's course, Type B, shall be exempted from Mathematics (except Arithmetic) and/or Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observation and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as options of the Interim High School Assistant's course, Type B, shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second Class Public School certificates and take Mathematics and Science as option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

35. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim First Class Public School certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim First Class Public School certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Normal School Courses for the Interim First Class Public School certificate.

CERTIFICATES

36. (1) (*a*) Subject to the conditions of Section 35 (1), and to the conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate, a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 16 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim First Class Public School certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

DETAILS OF SUBJECTS

37. (i) The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary Certificates in Physical Education, for Elementary and Intermediate certificates in Art and Crafts, for Elementary and Intermediate Type A certificates in Music, for Intermediate certificates in Home Economics, and for standing in Elementary Industrial Arts and Crafts, are set out below.

(ii) For the course for the First Class Public School certificate these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for the First Class Public School certificate.

THE SCIENCE OF EDUCATION

38. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Gates, Jersild, McConnell and Challman: Educational Psychology.

Griffin, Laycock and Line: Mental Hygiene.

Lefever, Turrell and Weitzel: Principles and Techniques of Guidance.

Rivlin: Educating for Adjustment.

SCHOOL MANAGEMENT AND LAW

39. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.

Ontario School Acts and Public Health Act.

Bagley: Classroom Management; School Discipline.

Barr, Burton and Brueckner: Supervision.

Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH

40. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin.

41. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: Teaching The Mother Tongue.
Ballard: Thought and Language.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.
Thouless: Straight and Crooked Thinking.
Watts: The Language and Mental Development of Children.
Weekley: Something About Words.

SOCIAL STUDIES: GEOGRAPHY AND HISTORY

42. The values of these subjects in the educational programme; the High School courses of study; examination of various possible procedures in teaching; special problems in geography and in history; special matters (map work, local observations, community histories, current events, citizenship); methods of testing and grading; books and other equipment for teaching.

Books of Reference:

Barnard: Principles and Practice of Geography Teaching.
Bining: Teaching the Social Studies in Secondary Schools.
Bowman: Geography in Relation to the Social Studies.
Fairgrieve: Geography in School.
Klapper: The Teaching of History.
Memorandum on the Teaching of Geography.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Taylor, Griffith: Our Evolving Civilization.
Wesley: Teaching the Social Studies.
The School—bound volumes and current issues.
The Social Studies—bound volumes and current issues.
Yearbooks—National Council for the Social Studies.

43. SEMINAR IN HISTORY

(For Type A Candidates)

A more intensive study of principles and practices in the teaching of history and a consideration of topics designed to broaden professional perspective.

MATHEMATICS

44. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools."

Books of Reference:

Breslick: The Teaching of Secondary School Mathematics.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithemtic.
Minnick: The Teaching of Mathematics in Secondary Schools.
National Council of Teachers of Mathematics: 5th and 7th Yearbooks.
Schultze: The Teaching of Mathematics in Secondary Schools.
Smith and Reeve: The Teaching of Junior High School Mathematics.
Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS

(For Type A Candidates in Mathematics and, in part, Mathematics and Physics.)

45. The seminar in mathematics will discuss methods in trigonometry and the more advanced parts of algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Bell: Development of Mathematics.
Bell: Men of Mathematics.
Boyer: An Introduction to Mathematics for Teachers.
Butler and Wren: The Teaching of Secondary Mathematics.
Cajori: A History of Mathematics.

Fink: A Brief History of Mathematics.
Merriman: To Discover Mathematics.
Moore & Mira: The Gist of Mathematics.
National Council of Teachers of Mathematics: 15th and 17th Yearbooks.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Mathematics in Secondary Schools.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."

SCIENCE

46. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in

lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

High School Manual: Suggestions for Teachers of Science.
Brownell and Wade: The Teaching of Science and the Science Teacher.
Curtis: A Digest of Investigation in the Teaching of Science.
Sumner: The Teaching of Science.
Heis, Obourn and Hoffman: Modern Methods and Materials for Teaching Science.
Hunter: Science Teaching.
Twiss: Principles of Science Teaching.
Lloyd and Bigelow: The Teaching of Biology.
Miller and Blaydes: Methods and Materials for Teaching Biological Science.
Phillips and Cox: The Teaching of Biology.
Newbury: The Teaching of Chemistry.
Smith and Hall: The Teaching of Chemistry and Physics.

SEMINAR IN SCIENCE

(For Type A Candidates in Science and, in part, Mathematics and Physics)

47. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics in physics, chemistry and biology of Grade XIII.

Books of Reference:

Green: Zoological Technique for Teachers and Senior Students.
Mann: The Teaching of Physics.
Miller and Blaydes: Methods and Materials for Teaching Biological Science.
Newbury: The Teaching of Chemistry.
Ontario Department of Education: Laboratory Equipment.
Phillips and Cox: The Teaching of Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE

(For Type A Candidates in Agriculture)[1]

48. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Davis and Dickinson: Farm Projects and Problems.
Dean: Dairying, Farm and Factory.
DeLaMare: Garden Guide.
Heald: Manual of Plant Diseases.
Hughes and Henson: Crop Production.
Lippincott and Card: Poultry Production.
MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Phillips: Beekeeping.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Stevens: Garden Flowers in Color.
Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Reports and Regulations of the Ontario Department of Education.

CLASSICS (LATIN AND GREEK)

49. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon

[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.
Lane: Latin Grammar.
Valentine: Latin, its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS

(For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

50. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

51. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including

conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Vietor: German Pronunciation.

SEMINAR IN MODERN LANGUAGES

(For Type A Candidates in French and German *or* Spanish, and, in part, Latin and French, English and French)

52. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Larousse: Pequeño Larousse Ilustrado.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)[1]

53. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room

[1]Candidates for the High School Assistant's certificate, Type A, in Home Economics are advised to take also the Science of the course for the High School Assistant's certificate, Type B.

procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Bevier: Home Economics in Education.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Home-making.
Pollard: Education in Homemaking.
Robinson and Scheick: Principles of Planning the Homemaking Department.
Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.
Winchell: Home Economics for Public School Administrators.
Bulletins, Home Economics Series (Federal Board for Vocational Education, Washington).

PHYSICAL AND HEALTH EDUCATION AND CADET TRAINING

4. This course is outlined in the Courses of Study for Grades IX-XIII issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).
Practice (for men):
(*a*) Cadet Training.
(*b*) Gymnastics.
(*c*) Apparatus.
(*d*) Games.
(*e*) Swimming.
Practice (for women):
(*a*) Gymnastics.
(*b*) Games.
(*c*) Rhythmics.

Books of Reference:

Texts as recommended in the Courses of Study in Physical and Health Education and Cadet Training of the Ontario Department of Education.

Physical Education:

Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bundy: Anatomy and Physiology.
Edwards: Anatomy for Physical Education.
LaPorte and Renner: The Tumbler's Manual.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Macherey and Richards: Pyramids Illustrated.
Mitchell: Intramural Athletics.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
National Recreational Association: New Play Areas—Their Design and Equipment.
National Recreational Association: Introduction to Community Recreation.
Radir: Modern Dance.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
West: The Gymnast's Manual.

Health Education:

Conrad and Meister: Teaching Procedures in Health Education.
Evans and Fry: Safety.
Phair and Speirs: Good Health.
Robertson: Fundamentals of Health.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."

Cadet Training:

Defence Training (C. J. Eustace, editor).

ART AND CRAFTS

55. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

COURSE FOR THE INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art and Crafts, Classroom Methods and Problems.

Books of Reference:

Ackley: Marionettes.
Arthur: Early Buildings of Ontario.
Cheney: A World History of Art.
Cheney: Expressionism in Art.
Doten and Boulard: Fashion Drawing.
Dougherty: Pottery Made Easy.
Dow: Composition.
Eccott: Teaching Creative Art in Schools.
Faulkner, Ziegfeld and Hill: Art To-day.
Fletcher: A History of Architecture.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Glazier: A Manual of Historic Ornament.
Hartley and Elliot: Life and Work of the People of England—Vols. I-VI.
Johnstone: Child Art to Man Art.
Lemos: Creative Arts and Crafts.
McLeish: Beginnings; Teaching Art to Children.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Progressive Educational Association: Creative Expression.
Quennel: History of Everyday Things in England—Vols. I-II.
Read: Art and Industry.
Read: Education Through Art.
Robb and Garrison: Art of the Western World.
Tomlinson: Picture Making by Children.
Viola: Child Art.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine"; "Design."

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Books of Reference:

Bell: The Chorister, Book I.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Foresman, Dann and Fenwick: The Highroad of Song, Book III.
Gildersleeve, Smith and Bell: Living Songs.
Hill: The Singing Period, Book VII.
Staton: Sweet Singing in the Choir.
The Silver Book of Songs.
Wilson, Christy and Bell: The Modern Choral Hour.
Wright: Youthful Voices.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Ahrens: Rudiments of Music.
Bell: The Chorister, Books I and II.
Dunstan: The A B C of Musical Theory.
Horwood: The Basis of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Bacharach: The Musical Companion.
Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs

and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

Books of Reference:

Maddy and Giddings: Instrumental Technique for Orchestra and Band.

Newton and Young: The Book of the School Orchestra.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Books of Reference:

Bell: The Chorister, Book II.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary Type A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.

Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary Type A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with the use of the cadential 6/4 chord; sequences; unessential notes; composition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Kitson: Elementary Harmony, Book I.

Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

Macpherson: Form in Music.
Morris: Structure of Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For High School Assistant's, Type A Candidates)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Books of Reference:

Bell: The Chorister, Book II.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Method.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Bacharach: Lives of the Great Composers.
Burrows and Redmond: Symphony Themes.
Scholes: The Oxford Companion to Music.
The Victor Book of the Symphony.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.
Mursell and Glenn: The Psychology of School Music Teaching.

57. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing; ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Andruss: Ways to Teach Bookkeeping.
Bailey: Motion Study for the Supervisor.
Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.

Dvorak: Typewriting Behaviour.
Finney: Principles of Accounting I, II, III.
Haynes: Tests and Measurements in Business Education.
Jackson: Accounting Principles (1946).
Koopman-Kester: Bookkeeping and Accounting I, II.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lessenberry: College Typewriting.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping
Lomax and Reynolds: Problems of Teaching Typewriting.
MacNeal: Truth in Accounting.
Mursell: Psychology of Secondary School Teaching.
Newman: Pitmans Teacher's Manual.
Nichols: Commercial Education in the High School.
Noble: Accounting Principles.
Noble, Karrenbrock, Simmons: Advanced Accounting.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting.
Risk: Principles and Practices of Teaching.
Rosenkampff and Wallace: Bookkeeping Principles and Practice I, II.
Smith: Gregg Typing—Teacher's Handbook.
Articles in various year-books.

58. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS AND CRAFTS CERTIFICATE, TYPE A

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)
Working with Plexiglas. (Rohm and Haas Co.).

59. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

An analysis of the Course of Study, Grades IX and X, Home Economics of the General and Commercial Courses.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

Books of Reference:

Reference Books for the Course in Home Economics, Grades IX and X.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Homemaking.
Spafford: Fundamentals in Teaching Home Economics.
Williamson and Lyle: Homemaking Education in the High Schools.

60. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Aikin: The Voice.
Anderson: Training the Speaking Voice.
Barber: Speech Education.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.

James: Our Spoken Language.
Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Von Hesse: So to Speak.
Ward: Defects of Speech.

ONE-YEAR COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

CONDITIONS OF ADMISSION

61. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than August 31st, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.

COURSE OF STUDY

62. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, and meals for the aged and sick in the home). Table service.

CLOTHING

Selection.—Source and properties of the principal textile fibres; study of textile fabrics; principles of design; aesthetic and economic factors determining selection for the individual.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; repairing; removal of stains, laundering.

HOME MANAGEMENT

The Home.—Standards of living in relation to home life; relation of the home to the community.

The House.—Planning, furnishing; renovation; care; problems and procedures in the management of the modern home; household budgets; use and care of household equipment, appliances and fabrics.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

METHODS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II

Observation and Practice-teaching will be provided in selected Public and High Schools and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

63. (1) Candidates for the Intermediate certificate shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value of 100 for each subject:

Foods
Clothing
Home Management
Methods

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods
Clothing
Home Management
Methods

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than one subject of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at an annual examination, the examination, written or practical, in the subject in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

CERTIFICATES

64. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any

Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economics certificate may be made Permanent are contained in the regulations of the Department of Education.

65. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS AND CRAFTS

The Ontario Training College for Technical Teachers, which was established in Hamilton in 1925, has been re-organized as a department of the Ontario College of Education, Toronto, as of September 1, 1946.

I. Courses for the Ordinary Vocational certificate.
II. Courses for Industrial Arts and Crafts certificates:
    1. The Intermediate certificate.
    2. The Specialist certificate.

GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational Teacher-Training, 371 Bloor St. West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Ordinary Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of age, female applicants shall be not less than twenty-three and not more than thirty-two years of age.

For the Intermediate Industrial Arts and Crafts course, applicants shall be at least twenty years of age.

For the Specialist Industrial Arts and Crafts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject.

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) Before the final admission, and provided that the applicant is not already the holder of a Teacher's certificate, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 21st, and shall hold themselves in readiness to appear for subsequent further examination as required. Students are required to be in continuous attendance at the College during the period of the medical examination, September 21st to 25th.

(3) In the event of rejection of an applicant in consequence of the medical examination and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

66. I. COURSE FOR THE ORDINARY VOCATIONAL CERTIFICATE

ADDITIONAL REQUIREMENTS FOR ADMISSION

(1) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent. Otherwise, candidates may be required to write examinations in English, Mathematics and Science, these examinations to be held at the College on the first day of the session.

(2) Trade Training and Experience.

(a) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

(b) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

(c) The applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes

and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test. This examination will be given by the Ontario College of Education during the first week of the session at places to be arranged.

67. PROGRAMME OF STUDIES

The course of training for the Interim Ordinary Vocational certificate consists of two parts:

Part I: Science of Education
School Law and Regulations
English
History of Vocational Education
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study
A Research Problem
Methods in Teaching and Class Management

Part II: Observation and Practice-teaching.

68. ORGANIZATION OF COURSE

(1) Each candidate must prove by taking a Trade Test during the first week of the Session that he is a skilled craftsman in the practical subject he desires to teach.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is stressed during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teaechrs are sent at first to vocational departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff will visit the practice schools from time to time to assist in the valuation of the students' work.

69. DETAILS OF SUBJECTS

The details of the subjects of the course for the Ordinary Vocational certificate are set out below.

THE SCIENCE OF EDUCATION

(a) Psychology
  (i) intelligence, tests and measurements;
  (ii) learning, nature and laws; memory, fatigue, transfer, etc.
  (iii) mental hygiene of the pupil and the teacher,
  (iv) psychology of adolescence; school discipline.
(b) Guidance and Counselling.

SCHOOL LAW AND REGULATIONS

The Vocational Education Act, Regulations for Vocational Schools, the Apprenticeship Act, the Trade Schools Regulation Act; other legislation and regulations of direct concern to vocational schools.

ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words.

HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Locke, Rousseau, Pestalozzi, Fellenberg, Herbart, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

TECHNICAL SUBJECTS

(a) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(b) Shops Plans, Equipment and Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

A RESEARCH PROBLEM

Topics for the research problem will be chosen in conjunction with the staff.

METHODS IN TEACHING AND CLASS MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

70. II. COURSES FOR INDUSTRIAL ARTS AND CRAFTS CERTIFICATES

1. COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts and Crafts in Public, Separate, Continuation and High Schools. Applicants admitted under condition B below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

A. Evidence of graduation from an approved regular four-year industrial course in a vocational school, which includes machine shop practice, woodworking, drafting, electricity, and auto mechanics; and evidence of at least one year of approved industrial wage-earning experience;

OR

B. Evidence of a Second Class or more advanced Ontario teaching certificate, and *either* an Elementary Manual Training certificate *or* a statement indicating successful completion of the work of Part I of the Elementary Industrial Arts and Crafts, Type B, course or the work of Part I of the Elementary Industrial Arts and Crafts, Type A, course. Applicants who hold the Elementary Industrial Arts and Crafts certificate, Type A shall be exempted from attendance during the autumn term but shall make application for admission not later than December 1.

71. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts and Crafts consists of two parts as follows:

Part I: Activity Analysis and Course of Study
Shop Work
History of Industrial Arts and Crafts Education
Guidance

Part II: Observation and Practice-teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop (a) in a public school, (b) in a continuation or high school, and (c) in a collegiate institute.

Note: For the Programme of Studies for those who must attend two years, see the Programme of Studies of the course for the Ordinary Vocational Certificate in Section 67.

72. DETAILS OF SUBJECTS

ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 67.

SHOP WORK

The present set-up consists of (a) Metal work, (b) Woodwork and Crafts. Each shop is organized on the general shop plan. At least four activities are being conducted in each shop. Metal work includes such activities as forge and vise work, sheet metal, welding, machine shop, farm machinery repair and overhaul. Woodwork and Crafts include drafting, woodwork (both hand and machine processes), building construction, practical electricity, furniture finishing, leather work, pewter, art metal work, and plastics.

HISTORY OF INDUSTRIAL ARTS AND CRAFTS

See History of Vocational Education in Section 67.

GUIDANCE

A course of lectures in educational and vocational guidance.

73. 2. COURSE FOR THE SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts and Crafts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit a Permanent[2] Intermediate Industrial Arts and Crafts certificate.

[1]This certificate may be obtained also in summer courses conducted by the Department of Education.

[2]Service personnel may be admitted on an Interim Intermediate Arts and Crafts certificate.

74. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts and Crafts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management
Advanced Shop Work

Part II. Observation and Practice-teaching.

75. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Ordinary Vocational Certificate or the courses for the Intermediate and Specialist Certificates in Industrial Arts and Crafts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts and Crafts certificate or the Specialist Industrial Arts and Crafts certificate must pass a performance test before a certificate is issued.[1]

(4) (a) A candidate for the Ordinary Vocational certificate who passes in Part II and fails in not more than one subject of Part I shall be exempted from further attendance.

(b) A candidate for the Intermediate certificate in Industrial Arts and Crafts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(c) A candidate for the Specialist certificate in Industrial Arts and Crafts who passes in Part II and in Advanced Shop Work of Part I shall be exempted from further attendance.

(d) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

(e) A candidate exempted from attendance, as provided in Section 75 (4) (a), (b) or (c), may complete his standing for a certificate by re-

[1]A candidate for the Ordinary Vocational certificate must obtain a minimum of 60% in the Trade test taken during the first week of the session (see Section 68).

writing at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3) (b).

76. GRADES OF CERTIFICATES

(1) An Interim Ordinary Vocational certificate which qualifies the holder to teach a shop subject for two years in a vocational school.

(2) A Permanent Ordinary Vocational certificate.

(3) A Specialist Vocational certificate which qualifies the holder to act as Shop Director in a vocational school.

(4) An Interim Intermediate certificate in Industrial Arts and Crafts, which qualifies the holder to teach shop work for two years in a public, separate, continuation or high school.

(5) A Permanent Intermediate certificate in Industrial Arts and Crafts.

(6) A Specialist certificate in Industrial Arts and Crafts which qualifies the holder to teach shopwork in a collegiate institute.

(7) A Vocational School Principal's certificate. For the requirements for this certificate, consult the regulations of the Department of Education.

77. REFERENCE BOOKS

Allen: The Instructor, the Man and the Job.
Bagley: Classroom Management.
Bagley: The Educative Process.
Baldt: Clothing for Women.
Bennett: History of Manual and Industrial Education.
Bennett: School Efficiency.
Brewer: Education as Guidance.
Cubberley: History of Education.
Eaton: Education and Vocations.
Frykland: Trade and Job Analysis.
James: Talks to Teachers.
Jones: Principles of Guidance.
Kilpatrick: Foundations of Method.
Lapp and Mote: Learning to Earn.
Munroe: A Brief Course on the History of Education.
Quick: Educational Reformers.
Ruediger: Teaching Procedures.
Rusk: Doctrines of the Great Educators.
Sandiford: Educational Psychology.
Sears: Classroom Organization and Control.
Seath: Report on Education for Industrial Purposes.

Selvidge and Frykland: Principles of Trade and Industrial Teaching.
Strayer: A Brief Course in the Teaching Process.
Struck: Creative Teaching.
Thorndyke and Gates: Elementary Principles of Education.
Report of the Royal Commission on Industrial Training and Technical Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.[1]

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

78. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of six units including units 1 and 2 and any four others of units 3 - 14 as follows:

1. *The Development of Modern Educational Systems*
   The movement towards state responsibility for the education of all, and the extension of state-controlled systems of education, with attention to economic, political and social changes, particularly in Great Britain, the United States and Canada during the past two centuries.

2. *The Development of Modern Educational Thought and Practice*
   The theory and practice of outstanding educators during the past two centuries, related to changing concepts of society, and the influence of these educators on ordinary classroom practice in Great Britain, the United States and Canada.

3. *Educational Psychology*
   An introductory course in general educational psychology.

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[1]See Section 7 (4) for information regarding a Fellowship in Education.

4. *School Law and Administration of Education in Ontario.*

5. *Supervision*

Functions and duties of supervisors and principals as related to the administration of the elementary and secondary school and improvement of instruction; specific administrative and supervisory techniques.

6. *Principles and Practices in School Administration*

The administration of education in England, the United States, Canada, Australia, New Zealand and South Africa. Relevant information regarding other countries may be included.

The course will include a consideration of such topics as centralization *vs.* decentralization, school legislation, division of duties between central and local authorities, educational finance, supervision, etc. Comparisons between systems in different countries will be stressed throughout the course.

7. *Measurement in Education*

An evaluation of various types of objective and essay-type examinations. The preparation and use of new-type tests. Standardized tests. The measurement of general and specific aptitudes, personality traits, and school achievement. Interpretation of test results.

8. *Educational and Vocational Guidance*

Basic principles and current practices in educational and vocational guidance, with a discussion of diagnosis, counselling, and the place of group work, in a student personnel programme.

9. *Instructional Techniques and Practices*

The development of theories of learning from Pestalozzi to modern times, and the influence of these theories on curricula and methods. A study of such general methods as the Dalton Laboratory Plan and the Enterprise Method, as well as an evaluation of various methods of teaching the subjects of the elementary and the secondary school curriculum.

10. *Educational Statistics and Experimental Methods*

An introductory course in elementary statistics. Design of experiments, including the logic of generalizing from a sample to the population and methods of planning investigations.

11. *Modern Philosophies of Education*

Critical survey of modern philosophies and the conflict of essentialist and progressivist schools of thought.
The nature of society and the aims of education in different types of society—especially in a democracy.
Various educational agencies; the peculiar place of the school; an evaluation of the school and a noting of new ventures designed to take care of the inadequacies of the school.

12. *Intelligence and its Measurement*

The nature, growth and distribution of intelligence. The preparation, administration and interpretation of group and individual mental tests.

13. *Mental Hygiene and Child Study*

The factors involved in child development (pre-school period, early school years, intermediate years, adolescence) and the difficulties and problems of each period. The preventive and remedial phases of mental hygiene.

14. *Diagnosis and Remedial Instruction*

Study of pupil difficulties and techniques of preventive and remedial teaching, with special emphasis on practices suitable for typical classrooms; use of diagnostic tests, observations and examinations and interpretation of the results.

Not more than four of these units shall be taken during a regular College Session and not more than two during a Summer Session. Courses for full-time students only will be offered in the regular Session. Not all units will be given in any one Session. Certain of the units will be offered only in alternate Sessions.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Specialist or Intermediate Guidance Certificate, or who has completed attendance in any subject of the former Pedagogy courses, may be exempted from attendance in two units but shall take the written examination in these units.

For two of the above units the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations, one paper per unit, shall be held in April and May at the University of Toronto or in any other locality in the Province chosen by the candidate and approved by the Senate and under

a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examination. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Degree	10.00

All fees shall be paid to the University of Toronto with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each unit. The candidate who obtains 60 per cent. of the marks of each unit and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any unit may be assigned to the term work of the candidate.

(7) The candidate who has completed one or more subjects not later than May, 1946, will be given credit for two units per subject, these units to be approved by the examiners in the subjects concerned.

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

79. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination[1], to be held annually in February. Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of two units as defined herein and a thesis as defined in (5) below.

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[1]Ex-service personnel who have credit for at least four units may be admitted to the qualifying examination provided they are full-time students at the time of writing.

A candidate admitted to the course for the degree of Doctor of Pedagogy shall take from the sixteen units listed in Sections 78 (3) and 79 (3) any two units not included in his course for the B. Paed. degree.

15. *Advanced Statistics and Measurement*

A study of recent developments in statistics and measurement, with emphasis on the mathematical assumptions and derivations underlying the theory; will include multiple regression, analysis of variance and covariance, sampling theory, and applications of statistical methods to the development of measuring instruments.

16. *Research in Education*

Nature of scientific thinking. Finding and defining the research problem. Advantages, disadvantages, limitations and theoretical aspects of various methods of doing research in education. Location, evaluation, analysis and presentation of data. The research report.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before February 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, Regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Examination of thesis	10.00
Degree	25.00

All fees shall be paid to the University of Toronto with the application for registration or examination as the case may be.

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships

Faculty of Arts

Faculty of Medicine

Faculty of Applied Science and Engineering

Faculty of Household Science

Ontario College of Education

Library School

Faculty of Forestry

Faculty of Music

School of Graduate Studies

Faculty of Dentistry

School of Law

School of Physical and Health Education

School of Social Work

School of Nursing

School of Hygiene

Institute of Child Study

CURRICULA

Pharmacy, Agriculture, Veterinary Medicine

University Extension—

Teachers' Classes, Summer Session, Occupational Therapy, Physical Therapy, Business, Institutional Management.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1949-1950

In view of increasing costs of supplies and labour, residence dues and other charges set forth in this calendar are subject to change by the Board of Governors.

UNIVERSITY OF TORONTO

CALENDAR

Ontario College of Education

1949-1950

THE UNIVERSITY OF TORONTO PRESS
1949

ADMINISTRATIVE OFFICERS

The University

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L.

Registrar.....J. C. Evans, B.A.
Librarian.....W. S. Wallace, M.A., LL.D., F.R.S.C.
Warden of Hart House.....N. Ignatieff, M.B.E., B.Sc.
Director of University Extension....W. J. Dunlop, B.A., B.Paed., LL.D.
Assistant to the President.....C. T. Bissell, M.A., Ph.D.

Comptroller.....R. E. Spence, B.A., A.C.A.
Bursar and Secretary to the Board of Governors..C. E. Higginbottom, F.C.I.S.
Superintendent of Buildings and Grounds.....A. D. LePan, B.A.Sc.
Chief Accountant.....G. L. Court, D.F.C., B.Com., C.A.

Director of University Health Service
C. D. Gossage, O.B.E., M.D., F.R.C.S.
Assistant Director of University Health Service—Women
Miss F. H. Stewart, B.A., M.D.
Director of Athletics and Physical Education—Men..W. A. Stevens, B.S.
Assistant Director of Physical Education—Women
Miss J. M. Forster, B.A.
General Manager of the University of Toronto Press..A. G. Burns, B.A.
Editor of the University of Toronto Press
G. W. Brown, M.A., Ph.D., F.R.S.C.
General Secretary-Treasurer of the Students' Administrative Council
E. A. Macdonald, B.A.
Associate Secretary of the Students' Administrative Council
Miss A. E. M. Parkes, B.A.
Director of Hart House Theatre.....R. Gill, M.A.
Director of the Placement Service.....J. K. Bradford, O.B.E., B.A.Sc.

Ontario College of Education

President.....Sidney Smith, K.C., M.A., LL.B., LL.D., D.C.L
Dean.....A C Lewis, M.A., D.Paed.
Director of the Department of Educational Research
J. A. Long, B.A., Ph.D.
Director of the Vocational Guidance Centre.....M. D. Parmenter, M.A.
Director of the Department of Vocational Training and Industrial Arts and Crafts.....R. D. Phillips, B.Sc.
Supervisor of Practice Teaching.....H. A. McGuire, B.A., B.Paed.
Supervisor of Women Students.....Miss Helen B. St. John, M.A.
Secretary.....Miss Lyda Swinarton

Note.—Communications to the Ontario College of Education should be addressed to the Secretary, Ontario College of Education, 371 Bloor Street W., Toronto 5.

CALENDAR, 1949-1950

1949—July 5.....Summer Session (Pedagogy) opens.

Aug. 5.....Summer Session (Pedagogy) closes.

Sept. 20-24...Medical Examination.

Sept. 21.....Lectures begin. Last day for receiving fees.

Sept. 21.....The opening address by the President to the students of all faculties and schools at 3.45 p.m. in Convocation Hall.

Oct. 6.....Meeting of Council.

Nov. 3.....Meeting of Council.

Nov. 11.....Remembrance Day Service at 10.45 a.m. Lectures and laboratory classes withdrawn from 10 a.m. to 11.15 a.m.

Dec. 1.....Meeting of Council.

Dec. 16.....Last day of lectures. Term ends at 5 p.m.

1950—Jan. 3.....Winter Term begins at 9 a.m.

Jan. 5.....Meeting of Council.

Jan. 20.....Last day for receiving the second term instalment of fees.

Feb. 2.....Meeting of Council.

Mar. 2.....Meeting of Council.

Apr. 7.....Good Friday.

Apr. 17.....Spring Term begins.

May 4.....Meeting of Council.

May 14.....Last day of Lectures.

May 15-26...Final Examinations (except for candidates for Intermediate and Specialist Industrial Arts and Crafts certificates).

June 2.....University Commencement.

June 5-8.....Final Examinations for candidates for Intermediate and Specialist Industrial Arts and Crafts certificates.

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JANUARY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

FEBRUARY

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	....	
Wed.	2	9	16	23	....	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

MARCH

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

APRIL

Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

MAY

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

JUNE

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

JULY

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

AUGUST

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

SEPTEMBER

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

OCTOBER

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	..	
Wed.	5	12	19	26	..	
Thur.	6	13	20	27	..	
Fri.	7	14	21	28	..	
Sat.	1	8	15	22	29	....

NOVEMBER

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	....	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

DECEMBER

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	31	

1950 CALENDAR 1950

JANUARY

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

FEBRUARY

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	....	
Thur.	2	9	16	23	....	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

MARCH

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	31	
Sat.	4	11	18	25	....	

APRIL

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	....	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

MAY

Sun.	..	7	14	21	28	
Mon.	1	8	15	22	29	
Tues.	2	9	16	23	30	
Wed.	3	10	17	24	31	
Thur.	4	11	18	25	....	
Fri.	5	12	19	26	....	
Sat.	6	13	20	27	....	

JUNE

Sun.	..	4	11	18	25	
Mon.	..	5	12	19	26	
Tues.	..	6	13	20	27	
Wed.	..	7	14	21	28	
Thur.	1	8	15	22	29	
Fri.	2	9	16	23	30	
Sat.	3	10	17	24	....	

JULY

Sun.	2	9	16	23	30	
Mon.	3	10	17	24	31	
Tues.	4	11	18	25	....	
Wed.	5	12	19	26	....	
Thur.	6	13	20	27	....	
Fri.	7	14	21	28	....	
Sat.	1	8	15	22	29	....

AUGUST

Sun.	..	6	13	20	27	
Mon.	..	7	14	21	28	
Tues.	1	8	15	22	29	
Wed.	2	9	16	23	30	
Thur.	3	10	17	24	31	
Fri.	4	11	18	25	....	
Sat.	5	12	19	26	....	

SEPTEMBER

Sun.	..	3	10	17	24	
Mon.	..	4	11	18	25	
Tues.	..	5	12	19	26	
Wed.	..	6	13	20	27	
Thur.	..	7	14	21	28	
Fri.	1	8	15	22	29	
Sat.	2	9	16	23	30	

OCTOBER

Sun.	1	8	15	22	29	
Mon.	2	9	16	23	30	
Tues.	3	10	17	24	31	
Wed.	4	11	18	25	....	
Thur.	5	12	19	26	....	
Fri.	6	13	20	27	....	
Sat.	7	14	21	28	....	

NOVEMBER

Sun.	..	5	12	19	26	
Mon.	..	6	13	20	27	
Tues.	..	7	14	21	28	
Wed.	1	8	15	22	29	
Thur.	2	9	16	23	30	
Fri.	3	10	17	24	....	
Sat.	4	11	18	25	....	

DECEMBER

Sun.	3	10	17	24	31	
Mon.	4	11	18	25	....	
Tues.	5	12	19	26	....	
Wed.	6	13	20	27	....	
Thur.	7	14	21	28	....	
Fri.	1	8	15	22	29	....
Sat.	2	9	16	23	30	....

Courses in Education

GENERAL INFORMATION

In its courses in Education the Ontario College of Education trains candidates for diplomas and certificates as teachers and in particular for Provincial certificates as teachers of Art and Crafts, Home Economics, Physical Education, Vocal Music, Commercial Subjects, Vocational Education, Industrial Arts and Crafts, as High School Assistants and as First Class Public School teachers. It also offers courses for the B.Paed., D.Paed., M.A., and Ph.D. degrees.

The buildings of the Ontario College of Education on Bloor Street contain lecture-rooms, laboratories, and reading-rooms for the accommodation of the students, and model class-rooms for observation and practice-teaching. So far as necessary the observation and practice-teaching are supplemented by observation and practice-teaching in schools in and near the City of Toronto.

While the chief exercises of the Ontario College of Education will be conducted in the buildings on Bloor Street, the students in Education may use the University's library, gymnasium, and athletic fields, and Hart House, under such conditions as obtain with other students. They will also be admitted free to the Royal Ontario Museum, Bloor Street, and to the Toronto Art Gallery, Dundas St., from 9 a.m. to 5 p.m., on presentation of their registration cards.

BOARD AND LODGING

The Secretary of the Ontario College of Education will forward lists of boarding-houses on request.

COURSES AND CERTIFICATES

1. (1) The following courses are offered:

(*a*) Courses for Interim High School Assistants' certificates, Type B; Interim High School Assistants' certificates, Type A,[1] including Physical Education, Art and Crafts, and Vocal Music;[2] Interim First Class Public School certificates;[3] Interim Elementary certificates in Art and Crafts; Interim Elementary Type A certificates in Physical Education, Industrial Arts and Crafts,[4] and Vocal Music; Interim Intermediate Type A

[1]See Section 18 (1).

[2]The courses leading to High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music are open only to those who qualify under section 26 (c), (d), or (e).

[3]This course may not be completed in the regular College session but requires a subsequent summer session before the candidate will be recommended for the certificate.

[4]This course may not be completed in the regular College session but requires two subsequent Summer sessions before the candidate will be recommended for the certificate.

certificates in Vocal Music, Interim Intermediate certificates in Art and Crafts, and Home Economics; Interim Elementary Commercial certificates; Interim Ordinary Vocational certificates; and for Intermediate and Specialist certificates in Industrial Arts and Crafts.

(*b*) Courses for the B.Paed. degree.

(*c*) Courses under the School of Graduate Studies for the degrees of D.Paed., M.A., and Ph.D.

(2) High School Teachers' Certificates.[1]

(*a*) Grades of Certificates:

The following grades of certificates qualify the holders for teaching in High Schools and Collegiate Institutes:

(i) An Interim High School Assistant's certificate, Type B, which qualifies the holder for two years as an Assistant.

(ii) A Permanent High School Assistant's Certificate.

(iii) An Interim High School Assistant's Certificate, Type A, which qualifies the holder for two years as an Assistant and as the head of a department in a Collegiate Institute.

(iv) A High School Specialist's Certificate.

(v) A High School Principal's Certificate.

(*b*) Requirements for the above Certificates:

(i) For an Interim High School Assistant's Certificate, Type B: The completion of the professional course of training for this certificate at the Ontario College of Education.

(ii) For a Permanent High School Assistant's Certificate: The Interim High School Assistant's Certificate, Type B, and two years' successful teaching experience in Ontario in a secondary school or in Grades IX or X of a Public or Separate School.

(iii) For an Interim High School Assistant's Certificate, Type A: The completion of the professional course of training for this certificate at the Ontario College of Education.

(iv) For a High School Specialist's Certificate: An Interim High School Assistant's Certificate, Type A, and two years' successful teaching experience in Ontario in the subject or subjects covered by the Interim High School Assistant's Certificate, Type A.

(v) For a High School Principal's Certificate: For this information consult the regulations of the Department of Education.

(*c*) The holders of Interim High School Assistants' Certificates, Type B, or Permanent High School Assistants' Certificates may secure Interim High School Assistants' Certificates, Type A, under the conditions outlined in Section 17 of this calendar.

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[1]For certificates in Vocational Training and in Industrial Arts and Crafts, see Section 76.

SESSION

2. Enrolment will take place and the medical examination will begin Tuesday, September 20th. The Autumn Term will end December 16th, at 5 p.m., and the Winter Term will begin January 3rd at 9 a.m. The Spring Term will begin April 17th and end May 26th.

DUTIES OF STUDENTS

3. (1) Regular attendance on the part of candidates for Provincial certificates is indispensable, except for such as are exempt from attendance under the regulations of the Department of Education, and for such as are permitted by the Dean to act, after Christmas, for not more than a total of one fortnight, as substitute teachers in the schools of Ontario.

(2) Students whose class-work shows them to be unduly deficient in scholarship, or whose conduct, attendance or progress is unsatisfactory, may be dismissed from attendance by the Dean at any time during the session.

(3) On the Dean's report to the Minister of Education as to the physical unfitness of a student for training for a Provincial certificate as a teacher, the Minister may require a special medical examination of such student, and, as a result thereof, may direct that his registration for such training be cancelled.

(4) Various religious, athletic, literary and dramatic associations are formed each session. For professional improvement all students shall share in the activities of the literary and dramatic associations.

FEES

4. (*a*) For Intramural Students:

High School Assistant's Course, Type B, One-Year Intermediate Home Economics Course, and Vocational Training and Industrial Arts and Crafts courses.

*Academic Fee	†Incidental Fees	Total Fee (if paid in one instalment)	First Term Instalment due Sept. 20	Second Term Instalment due Jan. 20
		Men		
$125	$23	$148	$98	$50
		Women		
$125	$11	$136	$86	$50

Notes: 1. The Academic Fee (which includes the examination and University Library fees) and the Incidental Fees are to be paid to the UNIVERSITY OF TORONTO. After January 20th, an additional deferred payment fee of $1 per month shall be imposed until the whole amount is paid.

2. A fee of $2 for the medical examination for admission (see Section 10) and a College Library deposit of $1 are to be paid at the College.

3. There is no additional fee for a High School Assistant's course, Type A, or for a Supplementary course when taken concurrently with the High School Assistant's course, Type B.

(*b*) For Extramural Students:

Fee for the final examinations of the High School Assistant's course, Type B, which includes the fee for the final examinations of the High School Assistant's course, Type A, if taken concurrently..... $20.00

*The academic fee is the same for the regular College Session as for the Session after Christmas. For those who have not attended an Ontario Secondary School for at least two years or who have not graduated from an Ontario University or whose home addresses as recorded on the register of the University from which they graduated are outside the Province of Ontario, the Academic Fee is $200.

†These Incidental Fees include the following fees:—

For men—Hart House; Students' Administrative Council; Athletic; and Health Service.

For women—Students' Administrative Council; Athletic; and Health Service.

Fee for the final examinations of the High School Assistant's course, Type A, if taken in a different Session from the final examinations of the High School Assistant's course, Type B	5.00
Fee for examination in one subject of any course when repeated in a subsequent Session	2.00

5. (1) EXEMPTION FROM FINAL EXAMINATIONS

Exemption from the final examinations of the various courses in which they are enrolled may be granted, in one or all, to intramural candidates, whose fees are paid in full by May 12, 1950, and whose progress and achievement have been reported as satisfactory by the supervisor of practice-teaching and by all of the instructors in the various subjects of study. The report of the supervisor of practice-teaching shall be based upon the critics' estimates of the practice-teaching of students concerned, and the reports of the instructors in the subjects of study shall be based upon term tests, assigned term-work and the instructors' observation of the students interest and effectiveness in the work of the course or courses concerned.

(2) FINAL EXAMINATIONS

No candidate will be permitted to take more than twice any final examination, or part thereof, for any certificate listed in this calendar.

APPEALS

6. The answer papers of the final examinations of all unsuccessful candidates for Provincial certificates are re-read by the examiners, and the results of the first reading reconsidered before a decision to reject is reached. Despite this fact any unsuccessful candidate may have his case considered a third time if within two weeks after the announcement of the results he lodges with the Minister of Education his appeal, with a statement of the grounds on which it is based, and with a fee of $2.00. The fee will be refunded if the appeal is sustained.

7. SCHOLARSHIPS AND PRIZES[1]

THE HUGH W. BRYAN MEMORIAL SCHOLARSHIP OF THE ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

(1) The Ontario Secondary School Teachers' Federation has founded an annual scholarship of the value of the interest on $2,000 in memory of a former President of the Federation, Dr. Hugh W. Bryan. This scholarship will be awarded by the Bryan Memorial Scholarship Committee of the Federation, at the close of each session and after the receipt of a report from the Council of the College of Education, to the student in regular attendance throughout the session in the High School Assistants' Course who has shown "the most outstanding qualities of scholarship, teaching ability, and character."

THE LAURA L. OCKLEY SCHOLARSHIP IN HOME ECONOMICS

(2) Former students of Miss Laura L. Ockley, who was in charge of the training of Home Economics teachers in the University of Toronto from 1912 to 1943, have founded in her honour an annual scholarship of the value of $100. This scholarship will be awarded at the close of the session to a student in regular attendance in the High School Assistants' course, Type A, in Home Economics, or in the Intermediate Home Economics course, who has shown the most outstanding qualities of "scholarship and teaching ability in Home Economics and leadership in human relations." Awards over a period of years will be made to students of the High School Assistants' course, Type A, in Home Economics, and of the Intermediate Home Economics course in proportion to the registration in these courses during that period.

THE PAKENHAM MEMORIAL PRIZE

(3) As a memorial to Dr. William Pakenham, Dean of the Ontario College of Education from 1907 to 1934, the teachers of Ontario have founded an annual Memorial Prize of the value of the interest on $1,000. The Prize will be in the form of books stamped with the Coat of Arms of the University of Toronto, and will be awarded to the student who obtains the highest standing, as reported in the annual returns of the College, in the subjects of Science of Education, School Management and any other two subjects of Part I of the High School Assistants' course, Type B, and in Practice Teaching.

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[1]Only one scholarship or prize shall be awarded to any one student.

THE WILLIAM PAKENHAM FELLOWSHIP IN EDUCATION

(4) The late William Pakenham bequeathed to the University of Toronto the residue of his estate to be used as the governing body of the University may direct in behalf of the activities of the Ontario College of Education.

Accordingly a Fellowship in Education having a maximum annual value of $1,500 has been established to enable a graduate to pursue advanced work in Education either in the University of Toronto or at some other university approved by the Senate. Applicants must be residents of Ontario, holding a Bachelor's degree, a teacher's certificate valid in a Canadian province and having credit for some course or courses in Education. The value of the fellowship will ordinarily be awarded in June for a period of one year, but a holder of the fellowship will be eligible to apply for one additional year.

Applications will be made to the Secretary, Ontario College of Education.

DOMINION-PROVINCIAL STUDENT-AID BURSARIES

(5) Under this programme, Bursaries may be awarded to students in financial need who are resident in Ontario and who are in attendance at the University of Toronto. Further information may be obtained from the Secretary of the Faculty.

HART HOUSE

8. All men students are required to become members of Hart House. The purpose and the conditions of this membership are defined in a bulletin to be distributed at the time of registration.

UNIVERSITY HEALTH SERVICE

Membership. Membership in the University Health Service is obligatory for all students, with the following exceptions:

(*a*) Women living in residence at Victoria College, for whom the College provides its own Health Service.

(*b*) Students in the Pass Course for Teachers, in the School of Law, in courses leading to the degrees of Bachelor of Science in Medicine, Bachelor of Science in Dentistry and Bachelor of Pedagogy; and certain graduate and occasional students.

Those for whom the fee is not compulsory may obtain membership in the Service on payment of the fee, provided this is done at the time of registration.

Objective. The objective is the preservation and promotion of the health of the students.

Facilities. The Health Service maintains a close liaison with the Medical Service of the Department of Veterans Affairs.

(1) Medical Examination. By order of the Board of Governors, a medical examination by the Health Service is compulsory for:

(*a*) Undergraduate students in their first year of attendance at the University. This examination is to be completed within one month of registration. Thereafter, the examination is to be repeated following any serious illness or accident.

(*b*) Any student, graduate or undergraduate, whose domicile is not in Canada. This examination is to be completed annually within one month of registration.

(*c*) Any student, graduate or undergraduate, where the Health Service has reason to believe that such an examination is necessary in the interest of the health of the student or of the public.

(*d*) Any student, graduate or undergraduate, annually, before participating in organized competitive athletics. The Health Service shall have the right to debar any student on medical grounds from participating in athletics, and also to recall any athlete for examination.

An opportunity will be afforded annually for all students to have a medical check-up if they so desire.

(2) X-Ray Chest Survey for Pulmonary Tuberculosis. By order of the Board of Governors, the following groups of students must have an x-ray examination of the chest as arranged by the Health Service:

(*a*) All new students.
(*b*) All final year students.
(*c*) The following students annually:
  (i) Medical students.
  (ii) Students of the School of Nursing.
  (iii) Students whose domicile is not in Canada.
(*d*) Dental students in their first year and last two years.
(*e*) Any student for whom it is considered necessary.

(3) A Clinic Service. Any student may consult a Staff Physician at the Health Service between the hours of 9 a.m. to 4:30 p.m., Monday to Friday, and 9 a.m. to 12:30 p.m. Saturday, while the University is in session. It is essential that students should develop a sense of personal responsibility for the preservation and promotion of their own health, and if they are not enjoying good health, they are urged to consult a physician at this clinic.

(4) Athletic Injury Service. The University does not accept any responsibility for injuries sustained by students while engaged in physical education classes or in University athletic activities. However, treatment of minor conditions is provided at the Men's and Women's Health Service, and Hart House Surgery, during certain hours. The expense of treatment obtained outside of the Department of Health Service will be met only if approved by the Director.

(5) Health Education. The Health Service provides health education through individual consultations and at times by lectures on subjects related to the preservation and promotion of health.

For students living away from home who have not a private physician, the following services will, when available, be provided for a nominal additional charge. In the case of students on rehabilitation grants, these charges will be borne by the Department of Veterans Affairs.

(6) A Visiting Service. An initial visit only will be paid for advice and disposal. A nominal charge of $1.00 during the day (9 a.m. to 6 p.m.) and $2.00 at night (6 p.m. to 9 a.m.) is made for this visit and is payable to the Chief Accountant.

(7) An Infirmary Service. This service is for the treatment of minor illnesses only, and is available from October 1st to May 15th, and during the actual session only. A charge of $3.00 per day, payable to the Chief Accountant, is made to cover cost of meals, nursing and routine medications.

Appointments. (a) *Medical Examinations.* These examinations commence immediately after Labour Day in September. The examinations are by appointment only, which may be made either by telephone or in person at the Health Service offices. The importance of keeping and being on time for the appointment as made, cannot be over-emphasized. Undergraduate students in their initial year of attendance at the University, students whose domicile is not in Canada, and all students, graduate or undergraduate, proposing to engage in athletic activities, will be examined first. The remaining years will be offered an opportunity for this examination in succession. Examinations must be completed before March 15th. (b) *X-Ray Examination of Chest.* The Tuberculosis Survey takes place early in the Autumn Term. Arts Men students, and all Women students, make their appointments in person at their respective Health Service offices. Appointments for Men students in faculties other than Arts are made through their Class President. *The Varsity* should be carefully watched for notices relative to all appointments.

Communicable Diseases. Any student who has suffered from one of the communicable diseases must report to the Health Service prior to returning to the University.

Students Whose Domicile is not in Canada. All such students are required to submit with their formal application, a certificate by a qualified medical practitioner stating that:

(1) the student is in good health and free from contagious or infectious disease, and fit to pursue his proposed course of study at this University.

(2) in addition, an x-ray film of the chest has been made within one month of the certification, and shows no evidence of tuberculosis.

They are further warned that their registration is conditional on their passing the required health examination by the University Health Service, which includes an x-ray of the chest and which must be completed within one month of registration.

Fee. The Health Service Fee is included in the "University Incidental Fees" and is paid at the time of registration.

Directory	*Address*	*Telephone*	*Hours Open*
Health Service (Men)	43 St. George St.	MIdway 9644	Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.
Health Service (Women)	43 St. George St.	MIdway 2646	Monday to Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m.

N.B. This office is closed during vacation periods. At these times, general information may be obtained from Health Service (Men), and those eligible for service may make an appointment to see Dr. Frances Stewart or her substitute at her private office, by telephoning KIngsdale 7537.

Hart House Surgery	Hart House	MIdway 5838, Local 201	Monday to Friday 5 to 6:30 p.m. (during actual session only.)
Infirmary (Men)	42 St. George St.	MIdway 3017	Open October 1st to May 15th and during the actual session only.
Infirmary (Women)	Women's Union, 79 St. George St.	KIngsdale 8163	

Accidents which occur after 6:30 p.m. (or 1 p.m. on Saturday), or which are of a sufficiently serious nature as to require immediate hospital attendance, should be taken:

Men: To the Emergency Department, Toronto General Hospital, College St.

Women: To the Emergency Department, Women's College Hospital, 76 Grenville St.

To obtain a physician after hours call KIngsdale 8163; if no answer, call KIngsdale 4141, and ask for the University Health Service physician.

UNIVERSITY ADVISORY BUREAU

The University Advisory Bureau seeks to make its own contribution to the life of the University by providing within the University a neutral zone where the student may discuss in freedom and in confidence personal matters of the most fundamental importance to his successful development as a student, as a worker, as a citizen and as a fully effective person.

In keeping with this objective, the Bureau performs the following functions:

(*a*) Through liaison with the University departments, the Registrars' offices and appropriate services on the campus, the Bureau furnishes information and assistance in the financial, educational and personal spheres. The Bureau, for instance, serves as a focal centre for applications to The Veteran-Students' Loan Fund and provides information on other loan facilities, including Navy, Army and Air Force Benevolent Trust Funds. Working with appropriate Registrars' offices, the Bureau helps the student to clarify details regarding entrance requirements, courses of study and related occupational goals. The Bureau is also available for consultation on personal questions involving adjustment to University life, assessment of interests, vocational direction and other matters of a similar nature; where advisable, students are referred to more specialized services.

(*b*) Liaison with D.V.A. The Bureau works closely with the Department of Veterans Affairs, both locally and with Ottawa headquarters, on all matters affecting the interests of ex-service students and in many ways serves as a campus clearing house for problems which might otherwise require to be referred to the Toronto office of D.V.A.

(*c*) Liaison with other universities. In contact with the Advisory Bureaus located at other Universities across Canada, the Bureau seeks to maintain up-to-date information on local variations in all fields significant to ex-service students—entrance requirements and application deadlines, courses available, length of training, degrees awarded, etc.

The personnel consultants associated with the Bureau have for the most part seen service in the late war and have been associated with the Personnell or Rehabilitation Directorates of the Navy, Army or Air Force.

The Bureau is located at 67 St. George Street.

COURSE FOR THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B

CONDITIONS OF ADMISSION

10. (1) Except as provided in (2) and (3) below, an applicant for admission to the course for an Interim High School Assistant's certificate, Type B, shall make application not later than August 31st, to the Secretary of the Ontario College of Education on an official form to be obtained from the Secretary, and should submit with this application, also on official forms which will be supplied by the Secretary:

(*a*) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the fact, that the applicant will be at least 20 years of age before October 1st of the year in which he applies for admission.

(*b*) A certificate from a clergyman or other competent authority that he is of good moral character.

(*c*) A certificate of successful vaccination.

(*d*) A certificate from a competent authority that he is a British subject.

(e) An agreement, if successful in obtaining a High School Assistant's certificate, Type B, to teach thereon in the schools which are inspected by Ontario Provincial Inspectors for at least the first year of teaching experience subsequent to the date of this certificate. *Any violation of this pledge renders this certificate invalid.*

(*f*) His certificate of graduation as Bachelor or Master of Arts, Bachelor or Master of Science, Bachelor of Commerce, Bachelor of Science in Agriculture, Bachelor of Applied Science, Bachelor of Household Science, Bachelor of Music[1] or Bachelor of Physical and Health Education, from a British university, after a regular university course approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses.

(2) Before the final admission, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister of Education. The medical examination shall be completed before the opening of the regular College Session.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 20th, and shall hold themselves in readiness to appear for subsequent further examination as required. *Students are required to be in continuous attendance at the College during the period of the medical examination, September 20th to 24th.*

(3) Before the final admission, an applicant must also be approved by a Selection Committee consisting of at least three members of the College Staff and a member of the Ontario Secondary School Teachers' Federation, all of whom shall be appointed by the Dean.

(4) In the event of the rejection of an applicant in consequence of the medical examination or by the Selection Committee, and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

(5) An applicant for admission to this course who is not a candidate for the certificate of the Ontario Department of Education must comply with such conditions of admission as the Council of the Ontario College of Education may determine.

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[1]This refers to the degree in the course in School Music of the University of Toronto introduced in 1946.

(6) Applications for admission to the examinations by students not in attendance at the regular session should be made, at least one month before the examinations begin, to the Secretary of the Ontario College of Education, University of Toronto, on an official form to be obtained from the Secretary.

TEXT-BOOKS

11. The text-books for the academic work are those prescribed for the High Schools of Ontario in each subject of the student's course.

For Observation and Practice-teaching students should supply themselves with copies of all necessary school text-books. They should also familiarize themselves with the professional text-books whose titles appear in the lists given below under each subject, beginning with Section 38.

PROGRAMME OF STUDIES

12. (1) The course of training for the Interim High School Assistants' certificate, Type B, consists of two parts as follows:

Part I: The Science of Education, School Management and Law, and three[1,2] subjects from the following:

at least *one* of (*a*) English
Geography and History
Mathematics
Science

not more than *two* of (*b*) Latin
French
German
Greek
Spanish
Italian

Part II. Observation and Practice Teaching.

(2) Students in attendance in the High School Assistant's course, Type B, may take also, if they possess the required qualifications, a High School Assistant's course, Type A, and a Supplementary course.

(3) Diction and Voice Production.

At the beginning of the session the short course of lectures on Diction and Voice Production mentioned in Section 60 will be given. These lectures will be supplemented by corrective work with students whose need in this respect is revealed in their practice-teaching. Students requiring speech correction may be withdrawn by the Dean from their supplementary courses for this remedial work.

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[1]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (1), in selecting their subjects from (*a*) and (*b*) above, must include the corresponding subject or subjects of the High School Assistants' course, Type A.

[2]Candidates for High School Assistants' certificates, Type A, as defined in section 18 (2) may select only two subjects from (*a*) and (*b*) above, one of which must be from (*a*).

ORGANIZATION OF COURSE

13. (1) The instruction in the special methodology of the subjects of the High School courses shall be accompanied by a review from the academic standpoint of such portions of each subject as may be necessary to determine the scholarship of the students and to illustrate the methods of instruction in that subject, dealing in particular with those parts of the course that are difficult of presentation.

(2) The following introductory work shall be taken up at the beginning of the session:

(*a*) A brief course in the General Method of the Recitation as a preliminary to Observation and Practice-teaching.

(*b*) Supervised Observation and Practice lessons in High School grades. Students shall be notified of the subject and scope of each Observation lesson, and should prepare the lesson beforehand. After observing the lesson they shall discuss it with the teacher or lecturer concerned.

(3) The introductory course defined in (2) above shall be followed by systematic Observation and Practice-teaching, under the general supervision of the lecturers in the Ontario College of Education.

The Observation work shall begin in the third week of the session, and the Practice-teaching in the fifth week. Exclusive of the introductory work, the programme of instruction shall include for each student at least 25 full days of Observation and Practice-teaching. This number may be increased to meet the needs of individual students.

(4) (*a*) The Observation and Practice-teaching for each student shall be arranged to represent as far as practicable the work in all grades of the Lower, Middle, and Upper Schools of the High Schools.

(*b*) From time to time, throughout the College session, students shall be excused from the regular College exercises, and shall be assigned to approved practice-schools for continuous periods of Observation and Practice-teaching. For part of each of these periods of continuous practical work the student shall be wholly responsible for the management of his class.

(5) Students shall be notified of the subject and the scope of each Practice-teaching lesson required and shall prepare a plan of each Practice-teaching lesson for submission to the teacher.

(6) (*a*) The lecturers of the Ontario College of Education shall develop the details of their subjects in the teaching order, and, after each suitable step, model lessons will be taught in special classes and in the practice schools.

(*b*) From time to time, the lecturers of the Ontario College of Education shall be present at the Observation lessons and Practice-teaching of the students and shall join in the criticism and valuation of their work.

EXAMINATIONS

14. (1) The final standing of students in attendance shall be determined by the combined results of the sessional records and the records of the final examinations in the subjects of Part I, and by the results of the records of the Observation and Practice-teaching of Part II.

(2) The sessional records represent oral and written exercises, practical work, practice in making examination papers, and in valuing the answer-papers of pupils, and written examinations which shall test in particular the academic scholarship of the candidates.

(3) At the close of each term there shall be final examinations in such subjects of Part I as have been completed in the term.

(4) At the final examinations in Part I, each paper in the academic subjects shall contain questions in methodology, which shall test also the candidate's academic knowledge and, if his sessional records and his answers to these questions show that his academic knowledge is defective, he shall be rejected on this ground alone.

(5) No student in Science or in Modern Languages shall be recommended for a certificate who is not awarded 50% of the marks assigned to laboratory practice in Science or to the oral practice in the Languages.

(6) The maximum marks assigned to each subject in Part I shall be 100. In all subjects a maximum of 40% of the marks shall be assigned to the sessional records and 60% to the final written examinations.

(7) A maximum of 800 marks shall be assigned to Practice-teaching and of 400 to Observation. The standing of the student in Observation and in Practice-teaching shall be based upon his sessional records in the lessons following those which form part of the introductory courses.

CERTIFICATES

Intramural Candidates

15. (1) A student who obtains 50% of the marks in each of the required subjects of Part I and 60% of the aggregate of the marks in each of the divisions of Part II, may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim High School Assistant's certificate, Type B.

(2) A student who passes in Part II and fails in not more than one of the required subjects of Part I will be exempted from further attendance.

(3) All other students who have failed to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

Extramural Candidates

16. (1) (*a*) Candidates who are exempted from attendance at the Ontario College of Education, as provided in Section 15 (2), may complete their standing for a certificate by re-writing, at an annual examination, the examination in the subject in which they failed.

(*b*) Candidates who failed at an examination under former Regulations and who were exempted from subsequent attendance at the Ontario College of Education shall take, not later than a date determined in each case by the Minister of Education, the final examination papers as prescribed herein but their standing shall be determined in the subjects as constituted under the regulations in force when they first wrote.

(*c*) Candidates who have been exempted by the Minister of Education from attendance at the Ontario College of Education on account of equivalent training in other provinces or countries, or because they hold Permanent First Class certificates issued on the completion of a second session of attendance at a Provincial Normal School, or because they hold Permanent First Class certificates and for at least the last two years of their teaching experience have been graded better than "Average" by the Inspectors on the Teachers' Record Cards, and who are required to write on the final examinations of the Ontario College of Education shall present to the College, on or before February 15th of the year in which they write the final examinations of the High School Assistant's course, Type B, evidence of graduation as required by Section 10 (1) (*f*)[1]; they shall take the prescribed final examinations in the subjects of Part I, and shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(2) The pass standard for candidates exempt from attendance shall be the same as that for candidates in attendance, as required by Section 15 (1), but no allowance shall be made for sessional work, if any, in the case of candidates not in attendance.

(3) (*a*) Candidates exempt from attendance at the Ontario College of Education under (1) (*c*) above or (4) (*a*) below shall take their practical tests in Part II at such times during the session as may be agreed upon with the examiners, but not later than May 15th. They may take their examinations in the subjects of Part I at the close of the session on dates to be determined by the examiners or, in part, at the close of the session and, in part, at such times during the session as are set apart for the examination of students in attendance.

(*b*) Candidates exempt from attendance may take their written examinations in Part I at one annual examination at the close of the session,

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[1]From candidates exempted from attendance by the Minister, the College will accept in lieu of the actual certificate of graduation, an official statement from the candidate's university that the candidate has completed the work for the degree on or before February 15th of the year in which he presents himself to write the final examinations of the College, and that he will receive the degree at the next regular Convocation of his university.

at the Ontario College of Education, Toronto, or at one of the Provincial Normal Schools outside of Toronto or, in the case of candidates who live in Provincial Districts, at approved local centres where inspectors of schools are available as presiding officers. All written examinations other than those held at the close of the session shall be taken at the Ontario College of Education, Toronto.

(*c*) Candidates exempt from attendance shall take their practical tests at the Ontario College of Education, Toronto, or, in special cases, at local centres under the supervision of the visiting Provincial Inspector. The conditions that determine these cases may be learned from the Ontario College of Education on application at the beginning of the session. A candidate who has failed in the practical tests at the Ontario College of Education or under a Provincial Inspector shall not be admitted to a second practical test during the same College session.

(4) (*a*) Candidates who have fulfilled the requirements for admission to the High School Assistant's course, Type B, and (i) who hold Ontario First Class certificates issued on the completion of one session of attendance at an Ontario Normal School or equivalent training accepted by the Minister, and have had at least three years of successful teaching experience[1] in the Public, Separate, or Continuation Schools of Ontario, or (ii) who hold Permanent Second Class certificates issued on the completion of one session of attendance at an Ontario Normal School and have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario, or (iii) who hold Permanent Second Class certificates issued on the completion of a second session of attendance at an Ontario Normal School, or (iv) who hold interim Vocational certificates and have had at least two years of successful teaching experience in the Vocational Schools of Ontario, shall be exempted from attendance at the Ontario College of Education but shall attend the Summer course for a High School Assistant's certificate, Type B, conducted by the Department of Education, and shall take the final examinations of the Summer course in the prescribed subjects of Part I. They shall also satisfy the examiners that they are competent to teach efficiently the subjects of the High School courses *either* by undergoing practical tests *or* by submitting statements from Inspectors of Public, Separate, or Continuation Schools that they have taught successfully, for at least two years, Ontario school courses of a grade not lower than Grade V of the Public or Separate School courses.

(*b*) A candidate who has been duly admitted to the Summer Session for the High School Assistant's certificate, Type B, who attends throughout the session, and who successfully passes the examinations at the close of the session, may, on the recommendation of the examiners, be

[1]Service personnel may count a year of service for a year of teaching experience, up to a maximum of two years, but *such candidates will be required to take a practical test in teaching.*

awarded by the Minister of Education an Interim High School Assistant's certificate, Type B. The recommendation, however, will be withheld until the candidate has satisfied the examiners as indicated in (4) (*a*) above that he is competent to teach efficiently the subjects of the High School courses.

(*c*) Candidates who have obtained Interim Vocational certificates by attendance at the Ontario Training College for Technical Teachers or the Ontario College of Education, and who in addition to the practice teaching lessons required for a Vocational certificate, have taught to the satisfaction of the staff of the Ontario College of Education, at least ten lessons in academic subjects (English, Mathematics and Science) shall be exempted from the practical test in teaching.

(*d*) Candidates who have attended the Summer Course or have been exempted from attendance under (i) (*c*) above, and who fail in one or more of the various tests prescribed for an Interim High School Assistant's certificate, Type B, may complete their standing for said certificate under the following conditions: (i) candidates who fail in the practical test in teaching shall be admitted to a second test in a subsequent College Session; (ii) candidates who fail in more than one subject of Part I shall rewrite at one annual examination of the College Session the examinations in all prescribed subjects of Part I; (iii) candidates who fail in not more than one subject of Part I may rewrite at an annual examination of the College Session, the examination in the subject in which they failed; (iv) candidates who do not pass the final examinations of the Summer Session will be required to take the final examinations of the regular College Session within three years of having attended a Summer Session in this course, or must re-attend the Summer Session in order to be eligible for admission to the examinations for an Interim High School Assistant's certificate, Type B.

(*e*) Other candidates who hold a First or a Second Class Ontario certificate with the academic standing required for admission to the High School Assistant's course, Type B, shall be exempted from attendance during the Autumn term[1]; but shall take all sessional tests held in the Winter and Spring terms and all the final examinations prescribed for Part I and shall also satisfy the examiners by practical tests that they are able to teach the subjects of the High School courses.

COURSES FOR INTERIM HIGH SCHOOL ASSISTANTS' CERTIFICATES, TYPE A

CONDITIONS OF ADMISSION

17. (1) Applicants for admission to the courses for Interim High School Assistant's certificates, Type A, or to the final examinations for said certificates, shall also be applicants for admission to the course for the Interim

[1]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

High School Assistant's certificate, Type B, or shall be applicants for admission to the examinations therefor without attendance throughout the session, or shall already hold High School Assistants' certificates. No candidate will be awarded an Interim High School Assistant's certificate, Type A, or receive credit towards said certificate *before* he has been awarded an Interim High School Assistant's certificate, Type B.[1]

(2) A candidate for an Interim High School Assistant's certificate, Type A, who is also a candidate for admission to the course for an Interim High School Assistant's certificate, Type B, shall comply with the conditions for admission prescribed for candidates for the Interim High School Assistant's certificate, Type B, and shall submit evidence of standing not lower than 66% in the final or graduation courses approved by the Minister of Education.

COURSES[2]

18. (1) Courses shall be offered for Interim High School Assistants' certificates, Type A, in Agriculture, Classics, English and French, English and Latin, English, History, French and German, French and Italian, French and Spanish, Latin and French, Latin and Greek, Mathematics, Mathematics and Physics, Science, Physics and Chemistry, Physics and Biology, Chemistry and Biology, and Home Economics.

(2) Courses shall also be offered leading to Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, and Vocal Music, under the conditions defined in Section 26.

(3) Each Type A course shall consist of at least the equivalent of two seminar-periods per week throughout the Session and of special Observation and Practice-teaching in the subjects in which the candidate is an applicant for a High School Assistant's certificate, Type A.

TEXT-BOOKS

19. Students in the courses for High School Assistants' certificates, Type A, shall supply themselves with such special professional text-books as may be recommended by the instructors from the lists given under the details of each course. The other books and journals, whose names appear in these lists, may be consulted in the library of the Ontario College of Education.

EXAMINATIONS

20. (1) Subject to the condition that no student may be awarded an Interim High School Assistant's certificate, Type A, who does not already hold or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of students in attendance in the High School

[1]See Section 1 (2), page 8.
[2]See footnotes 1, 2, page 19.

Assistants' courses, Type A, shall be determined by the records of the Practice-teaching in the department or subject concerned, and by the combined results of the sessional records and the records of the final examinations in the same department or subject. The sessional records represent oral and written exercises, practical work, practice in preparing examination papers, and in valuing the answer-papers of pupils, and such term work as the instructors may prescribe. The records of the final examinations shall be based upon two examination papers taken in each department at the close of the session. The maximum marks represented in the Practice-teaching shall be 100; in the sessional records 40; and in the final written examinations of the department or subject 60.

(2) The final standing of students not in attendance shall be determined by the final written examinations and by teaching in the department concerned. For this purpose the maximum of marks in each case shall be 100.

CERTIFICATES

21. (1) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, referred to in Section 18 to students in attendance who have fulfilled the conditions of the course for the Interim High School Assistant's certificate, Type B, and in their High School Assistant's course, Type A, have obtained (*a*) 66% of the aggregate of marks represented in the sessional records and the records of the final examinations and (*b*) 66% of the marks assigned to the Practice-teaching.

(2) On the recommendation of the examiners the Minister of Education may grant the Interim High School Assistants' certificates, Type A, of Section 18 (1) to students exempt from attendance who hold or are awarded High School Assistants' certificates, who are duly qualified for admission to a High School Assistant's course, Type A, and who obtain 66% of the marks assigned to the written examinations and to the Practice-teaching, respectively, in the High School Assistant's course, Type A, concerned.

(3) Students who are awarded Interim High School Assistants' certificates, Type A, in Home Economics under (1) and (2) above and who hold or obtain First or Second Class Public School certificates may have their High School Assistants' certificates, Type A, endorsed as valid in the Home Economics departments of the Public Schools.

(4) (*a*) For students not in attendance the written examinations in the courses for Interim High School Assistants' certificates, Type A, of Section 18 (1) will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3).

(*b*) For students not in attendance the practical examinations shall be held at the Ontario College of Education, Toronto, or at local centres as prescribed in Section 16 (3).

SUPPLEMENTARY COURSES

22. Students in attendance in the High School Assistant's course, Type B, may take also *one* of the following Supplementary courses:

I. Course for the Elementary Physical Education certificate, Type A.

II. Course for the Elementary Art and Crafts certificate.

III. Course for the Elementary Vocal Music certificate, Type A.

IV. Course for the Elementary Commercial certificate.[1]

V. Course for the Elementary Industrial Arts and Crafts certificate, Type A.[2]

VI. Course for the Intermediate Home Economics certificate.[3]

VII. Course for the First Class Public School certificate.[2]

Within one month of the beginning of the above Supplementary courses, the student shall satisfy the instructor of the Supplementary course he has chosen that he is adapted to the study of the course, or his registration in the Supplementary course shall be cancelled.

23. (1) The subjects of supplementary courses I-VII shall be those set forth in Sections 54-59 and 33 respectively. Observation and Practice-teaching are obligatory in each of these supplementary courses.

(2) Students in supplementary courses I-VII shall supply themselves with such text-books and equipment as may be recommended.

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[1]Admission to this course is restricted to students who submit evidence of having a satisfactory functional knowledge of the elementary principles of Bookkeeping, Shorthand and Typewriting, or of having successfully completed an approved course in Bookkeeping, Shorthand and Typewriting in a Vocational secondary school or at a university, under certain conditions, to be learned at the College. A student who submits the required evidence with respect to *two* of the three subjects mentioned above may be allowed by the Dean to proceed with the course but must remove the deficiency in the third subject before being admitted to the final examinations of the course.

[2]The Supplementary courses leading to the First Class Public School certificate and to the Interim Elementary Type A certificate in Industrial Arts and Crafts may not be completed in the regular College session, but require, in First Class Public School, one subsequent Summer session and in Industrial Arts and Crafts two subsequent Summer sessions before the candidates will be recommended for the certificates.

[3]Admission to this course is restricted to students who submit evidence of graduation, with a standing not lower than 60% in the Home Economics of the final year from a University course approved by the Minister of Education in which, for at least the last two years of the course, Home Economics has been a regular subject of study.

EXAMINATIONS OF SUPPLEMENTARY COURSES I - VI[1]

24. (1) PHYSICAL EDUCATION:

Practical Tests:

FOR WOMEN: Gymnastics, Games, Rhythmics.

FOR MEN: Cadet Training, Gymnastics, Apparatus, Games, Swimming.

Fifty per cent of the marks in each of the practical tests shall be assigned to the sessional and fifty per cent to the final tests.

Written Examination:

Theory, Methods and Materials.

(2) ART AND CRAFTS:

Practical Tests:

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering.

Written Examinations:

Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

(3) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Rudiments of Music, Music Appreciation, Methods.

(4) COMMERCIAL SUBJECTS:

Practical Tests:

Shorthand Practice, Typewriting, Penmanship.

Written Examinations:

Shorthand Theory, Bookkeeping, Methods.

(5) INDUSTRIAL ARTS AND CRAFTS:

Practical Tests:

Draughting, Woodworking, Sheet Metal Work, Machine Shop Practice.

Written Examination:

Methods of instruction and class organization of the General Shop.

(6) HOME ECONOMICS:

Practical Tests:

Meal Management; Care of the Home and Family; Clothing—Selection Construction and Care.

Written Examination:

Theory and Methods.

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[1]See Section 35 for Course VII.

CERTIFICATES FOR SUPPLEMENTARY COURSES I-VI[1,2]

25. (1) On the recommendation of the examiners the Minister of Education may grant an Elementary certificate in Art and Crafts or an Elementary Commerical certificate or an Elementary Type A certificate in Physical Education or Vocal Music or an Intermediate certificate in Home Economics, or standing in Part I of the course for the Elementary Type A certificate in Industrial Arts and Crafts, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B. provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 60% of the marks assigned to practice-teaching and (*a*) in Art and Crafts or Physical Education or Industrial Arts and Crafts a minimum of 50% of the marks assigned to each subject of the written examination and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Commercial subjects a minimum of 50% of the marks assigned to each subject, or (*d*) in Vocal Music or in Intermediate Home Economics a minimum of 60% of the marks assigned to each subject of the written examination and practical tests.

No student shall be recommended for a certificate or for standing in Art and Crafts or Physical Education or Vocal Music or Industrial Arts and Crafts or Home Economics or Commercial Subjects whose attendance or progress in any part of the course has been reported as unsatisfactory.

(2) The Dean shall investigate the claims of the candidates for the Elementary Type A certificate in Physical Education who report themselves as unable for physical reasons to take the course in swimming, provided that such claims are presented to the instructor on a form and after a manner defined by the Minister of Education. Candidates who are exempted by medical certificate from the course in swimming and candidates who have failed to obtain pass standing in the course in swimming may be awarded Elementary Type A Physical Education certificates endorsed "not including swimming".

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the supplementary courses I-VI who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 60% of the marks assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

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[1]The certificates which are mentioned herein are those valid for teaching in High Schools, i.e., in Physical Education, the Elementary Type A, and the Type A; in Vocal Music, the Elementary Type A, the Intermediate Type A, and the Type A; in Art and Crafts, the Elementary, Intermediate, and Type A; in Industrial Arts and Crafts, the Elementary Type A; in Home Economics, the Intermediate; and in Commercial Subjects, the Elementary.

[2]See Section 36 for Course VII.

(i) In Physical Education or Industrial Arts and Crafts or Home Economics, candidates who fail in the written examination, but pass in all the subjects of the practical tests may complete their standing by passing in the written examination at a subsequent examination without further attendance; candidates who pass in the written examination but fail in one or more of the subjects of the practical tests may complete their standing by passing in the subjects concerned at a subsequent Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(ii) In Art and Crafts or Vocal Music, candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

(iii) In the Commercial course, candidates shall be allowed credit towards an Elementary certificate in the subject or subjects in which they are successful.

COURSES FOR THE INTERMEDIATE TYPE A CERTIFICATES IN ART AND CRAFTS AND VOCAL MUSIC AND THE TYPE A CERTIFICATES IN PHYSICAL EDUCATION, ART AND CRAFTS, AND VOCAL MUSIC[1]

26. (*a*) Students in the High School Assistant's Course, Type B, who have completed the course for the Elementary Type A certificate in Vocal Music, or the Elementary certificate in Art and Crafts, or students whose progress and efficiency in the Elementary courses in Art and Crafts or Vocal Music, as determined by the tests of the Autumn term, justify such action may, with the approval of the instructor concerned, be admitted to the Intermediate courses in Art and Crafts or Vocal Music, as the case may be, not later than the beginning of the Winter term in January. Admission to the Intermediate courses in Art and Crafts or Vocal Music shall not be granted, however, to students who are registered in one of the High School Assistants' courses, Type A, listed in Section 18 except in the case of those referred to in (*d*), or (*e*) below.

(*b*) A student who does not hold an Elementary certificate in Art and Crafts or Vocal Music, and who is admitted to the Intermediate course in Art and Crafts or Vocal Music under (*a*) above shall take both the Elementary course and the Intermediate course, and shall not be awarded an Intermediate certificate until or unless he secures an Elementary certificate.

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[1]The course for the Intermediate certificate in Physical Education will be given only in Summer Sessions.

(*c*) Admission to the High School Assistants' course, Type A, in Physical Education as well as the Elementary course in Physical Education will be granted to students (i) who hold the degree of Bachelor of Physical and Health Education of the University of Toronto or who hold the diploma in Physical Education of the University of Toronto, with a final standing not lower than 60%, or (ii) who are otherwise qualified to enter the High School Assistant's course, Type B, and have completed the two-year normal course in physical education of the Margaret Eaton School, with a final standing not lower than 60%.

(*d*) Admission to the High School Assistant's course, Type A, in Art and Crafts as well as the Elementary and Intermediate courses in Art and Crafts will be granted to students who hold the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Fine Art or in Art and Archaeology with a final standing not lower than 60%.

(*e*) Admission to the High School Assistants' course, Type A, in Vocal Music[1] as well as to the Elementary and Intermediate courses in Vocal Music will be granted to students (i) who hold either the degree of Bachelor of Arts of the University of Toronto obtained in the honour course in Music or the Bachelor of Music degree of the University of Toronto obtained in the course in School Music,[2] with a standing of at least 60 per cent., or (ii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the degree of Bachelor of Music of the University of Toronto obtained in the course in General Music, or (iii) who are otherwise qualified to enter the High School Assistants' course, Type B, and hold the teacher's or performer's diploma in Singing of the Royal Conservatory of Music of Toronto,[3] or the Special Music certificate of Queen's University,[3] or the Associate Vocal (teacher's) diploma of the Western Ontario Conservatory of Music,[3] or the Special Music certificate of the University of Western Ontario.[3]

27. Students admitted to the Intermediate courses in Art and Crafts or Vocal Music under Section 26 (*a*) and to the High School Assistants' course, Type A, in Physical Education, Art and Crafts, or Vocal Music under Section 26 (*c*) (*d*) or (*e*) shall not pay an additional tuition fee, but shall supply themselves with such text-books as may be recommended by the instructors from the lists given under the details of those subjects.

28. (1) The subjects of the course for Intermediate certificates in Art and Crafts are to be found in Section 55; and those of the course for Intermediate Vocal Music certificates in Section 56.

(2) Observation and Practice-teaching are obligatory in each of these courses.

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[1]A candidate shall in addition obtain a minimum of 75% in a qualifying examination in Music, both written and practical, to be held at the Ontario College of Education annually during the first week of the Session, before he is admitted to the High School Assistant's course, Type A, in Vocal Music.

[2]This refers to the degree in the course in School Music of the University of Toronto, introduced in 1946.

[3]If obtained before 1948.

EXAMINATIONS

29. (1) ART AND CRAFTS:

Practical Tests:

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design.

Written Examinations:

Theory and History of Art and Crafts, Classroom Methods and Problems.

(2) VOCAL MUSIC:

Practical Tests:

Sight Singing and Ear Training, Voice Training and Song Material, Conducting.

Written Examinations:

Harmony, Music Appreciation, Methods.

CERTIFICATES

30. (1) On the recommendation of the examiners the Minister of Education may grant an Intermediate certificate in Art and Crafts or an Intermediate Type A certificate in Vocal Music, as the case may be, to a student in the course for an Interim High School Assistant's certificate, Type B, provided that the said student is awarded an Interim High School Assistant's certificate, Type B, and obtains a minimum of 66% of the marks assigned to practice-teaching and (*a*) in Art and Crafts a minimum of 50% of the marks assigned to each subject of the written examinations and 60% of the marks assigned to each subject of the practical tests, or (*b*) in Vocal Music a minimum of 60% of the marks assigned to each subject of the written examination and practical tests.

(2) (*a*) On the recommendation of the examiners, the Minister of Education may grant High School Assistants' certificates, Type A, in Physical Education, Art and Crafts, or Vocal Music to those admitted under Section 26 (*c*), (*d*), or (*e*) who fulfil the conditions stated in Sections 20 and 21 (1).

(*b*) Students who are awarded Interim High School Assistants' certificates, Type A, in Physical Education, Art and Crafts or Vocal Music (under Section 26 (*c*), (*d*) or (*e*)) and who hold, or obtain, Second or First Class Public School certificates may also be awarded Supervisors' certificates valid in Public and Separate Schools.

(3) On the recommendation of the examiners, the Minister of Education may permit candidates in the Intermediate courses in Art and Crafts and Vocal Music who have been awarded Interim High School Assistants' certificates, Type B, and have obtained a minimum of 66% of the marks

assigned to practice-teaching but have failed to obtain standing in their respective courses to complete their standing in said courses under the following conditions:

Candidates who fail in not more than two subjects of the written and practical tests may complete their standing by passing in the subjects concerned at a subsequent examination without further attendance, but in the subjects of the practical tests such candidates must try the tests conducted at the Summer Session under conditions to be determined by the Principal of the Summer School. All other candidates who fail shall repeat the course for standing.

COURSE FOR THE FIRST CLASS PUBLIC SCHOOL CERTIFICATE[1]

The course is conducted in accordance with the conditions prescribed in the Regulations, Examinations and Courses of Study of the Ontario Normal Schools. It may not be completed in the regular College session but requires a subsequent Summer Session before the candidates will be recommended for the certificates.

CONDITIONS OF ADMISSION

31. Applicants for admission to the course for the Interim First Class Public School certificate or to the final examinations for said certificate shall comply with the conditions of admission and attendance prescribed for candidates for the Interim High School Assistant's certificate, Type B. No candidate will be awarded an Interim First Class Public School certificate before he has been awarded an Interim High School Assistant's certificate, Type B.

TEXT-BOOKS

32. The text-books for the academic work of the course shall be those prescribed in each subject for the High, Public and Separate Schools. For professional work, the following books are recommended:

Gullan and Gurrey: Poetry Speaking for Children.
Hockett and Jacobsen: Modern Practices in the Elementary School.
Hill: School Music.
Horne: The Art Class in Action.
Hughes and Hughes: Learning and Teaching.
Lane: The Teacher in the Modern Elementary School.
Marshall: Pedagogy of School Music.
McCallister: Remedial and Corrective Instruction in Reading.
Mossman: The Activity Concept.
Myers: Toward Mental Health in School.

[1]Course VII as listed in Section 22.

Newkirk: Integrated Handwork for Elementary Schools.
Nicholas, Mawhood, and Trilling: Art Activities in the Modern School.
Partridge: Natural Science, A Seasonal Programme.
Pressey: Psychology and the New Education.
Quance: Teacher's Manual, The Canadian Speller.
The Association for Education in Citizenship: Education for Citizenship in Elementary Schools.

PROGRAMME OF STUDIES

33. The course of training, which is supplementary to the course of training for the Interim High School Assistant's certificate, Type B, includes the following subjects some of which will be offered in the regular College session, the remainder in a Summer Session:

Part I: Science of Education; School Management; Speech, Reading, and Literature; Composition, Grammar, and Spelling; Mathematics; Social Studies; Science and Agriculture; Art, Writing, and Music; Health and Physical Education; Manual Training and Home Economics.

In the development of the methodology of the course, emphasis shall be laid upon the correlation and integration of the subjects, and upon the importance of wholesome, vigorous, shared activities, directly connected with the learner's capacities and interests. The teacher's main function shall be represented as the stimulation and guidance of the learner, through the control of the regulating environment of the school; this postulates freedom and responsibility for the teacher and demands positive, definite teaching.

Part II: Observation and Practice-teaching—at least ten full days—to be conducted under conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate.

MODIFICATIONS OF THE COURSE

34. (1) Students who take the Mathematics and/or Science option of the Interim High School Assistant's course, Type B, shall be exempted from Mathematics (except Arithmetic) and/or Science.

(2) Students who hold Provincial professional certificates in Physical Education, Writing, Music, Art, Agriculture, Manual Training, or Home Economics shall be exempted from the examinations thereon but will take the Observation and Practice-teaching therefor.

(3) Candidates who hold Provincial Second Class Public School certificates and who take Latin and a second language as options of the Interim High School Assistant's course, Type B, shall be exempted from the instruction and examinations in all subjects of the Interim First Class Public School course except Mathematics, Science and Agriculture, and Health and Physical Education, while those who hold Provincial Second

Class Public School certificates and take Mathematics and Science as option shall be exempted from the instruction and examination in all subjects of the Interim First Class Public School course except Agriculture, and Health and Physical Education.

EXAMINATIONS

35. (1) Subject to the condition that no student may be awarded an Interim First Class Public School certificate who does not already hold, or is not also awarded an Interim High School Assistant's certificate, Type B, the final standing of the students in attendance in the course for an Interim First Class Public School certificate shall be determined by the records of the Observation and Practice-teaching and by the combined results of the sessional records and the records of the final examinations in such course. Subject to the same condition, the final standing of candidates not in attendance shall be determined by the records of the final written examinations and of Practice-teaching.

(2) The examinations in the subjects of the course for an Interim First Class Public School certificate shall be conducted, *pari passu*, in the terms and under the conditions set out in the Normal School Courses for the Interim First Class Public School certificate.

CERTIFICATES

36. (1) (*a*) Subject to the conditions of Section 35 (1), and to the conditions defined in Ontario Normal School courses for the Interim First Class Public School certificate, a candidate who obtains 50% of the marks in each subject of the course and 60% of the aggregate of the marks in each of Observation and Practice-teaching may, on the recommendation of the examiners, be awarded by the Minister of Education an Interim First Class Public School certificate.

(*b*) Subject to the same conditions, a candidate who passes in Observation and Practice-teaching and fails in not more than three subjects shall be exempted from further attendance and may complete his course for an Interim First Class Public School certificate by rewriting at one annual examination the examinations in the subject or subjects in which he failed.

(2) All candidates other than those referred to in (1) (*b*) above who have failed to obtain the necessary final standing will be required to attend such other sessions as the Minister may prescribe.

(3) Section 16 (1) (*a*), (*b*), (2) and (3) (*b*), which apply to the candidates for the Interim High School Assistant's certificate, Type B, who are exempt from attendance, shall apply also, *pari passu*, to candidates for the Interim First Class Public School certificate who are exempt from attendance.

(4) The Regulations of the Department of Education respecting Permanent First Class Certificates are contained in the Department's Circular No. 72. Holders of Interim First Class Certificates obtained after training at the Ontario College of Education are referred to Regulations III (2).

DETAILS OF SUBJECTS

37. (i) The details of the subjects of the courses for Interim High School Assistants' certificates, Types A and B, for Elementary Certificates in Physical Education, for Elementary and Intermediate certificates in Art and Crafts, for Elementary and Intermediate Type A certificates in Music, for Intermediate certificates in Home Economics, and for standing in Elementary Industrial Arts and Crafts, are set out below.

(ii) For the course for the First Class Public School certificate these details and subjects shall be supplemented by the details and subjects set out in the Normal School courses for the First Class Public School certificate.

THE SCIENCE OF EDUCATION

38. (i) Instruction regarding types of lessons, preparation of lesson plans, etc., preliminary to Observation and Practice-teaching in schools. Demonstration lessons followed by discussions of the principles involved will be arranged throughout the Autumn term.

(ii) Intelligence; tests and measurements.

(iii) Learning, nature and laws; memory, fatigue, transfer, etc.

(iv) Mental hygiene of the pupil and the teacher.

(v) Psychology of adolescence; school discipline; guidance and counselling.

Books of Reference:

Gates, Jersild, McConnell and Challman: Educational Psychology.
Griffin, Laycock and Line: Mental Hygiene.
Lefever, Turrell and Weitzel: Principles and Techniques of Guidance.
Rivlin: Educating for Adjustment.

SCHOOL MANAGEMENT AND LAW

39. School Management, School Organization, School Administration; aims and scope of each; relation of each to the teaching process.

The Ontario school system: Department of Education, and its organization and functions; local administrative units; school boards, their selection, organization and functions; types of schools; school finance and business administration; relation to other public services.

The High School plant: provision, maintenance, care and use; special accommodations; relation to community activities.

The High School curriculum: aim, structure and use; texts; extra-curricular activities.

The High School pupil: attendance, rights, duties, guidance.

The High School teacher: professional status; personal qualifications; training and certification; appointment, tenure, payment, superannuation; duties in relation to trustees, parents and other citizens; duties in relation to supervisors, colleagues and pupils; freedom and responsibility.

High School organization: admission, exclusion, classification, grading, promotion, tests of progress, records and reports, recommendations, staff-meetings, time-tables, supervised study, homework.

Supervision: inspectors, principals, heads of departments; their powers and duties.

Discipline: aim and scope; relation to methods of teaching; incentives; causes of disorder and inattention; methods of dealing with weaknesses and delinquencies.

School Law and Regulations: Public Health Acts and Regulations in so far as they refer to the duties of school boards, teachers and pupils.

Books of Reference:

Regulations and Courses of Study for the Public, High and Continuation Schools of Ontario.
Ontario School Acts and Public Health Act.
Bagley: Classroom Management; School Discipline.
Barr, Burton and Brueckner: Supervision.
Briggs: Secondary Education.
Cameron: The Financing of Education in Ontario.
Cameron and Lewis: The Administration of Education in Ontario.
Carpenter and Rufi: The Teacher and Secondary School Administration.
Cubberley: The Principal and his School.
Douglass and Boardman: Supervision in Secondary Schools.
Espy: The Public Secondary School.
Johnston: High School Education.
Koos, *et al.*: Administering the Secondary School.
Maxwell and Kilzer: High School Administration.
Simon: Preface to Teaching.
Uhl: Principles of Secondary Education.
Wrinkle: Secondary Education.

ENGLISH

40. (1) *Literature.*—The place of literature in school courses; the principles followed in Ontario and elsewhere in arranging literature courses for schools; books suitable for intensive and extensive study in the various forms or grades of the school; class treatment of such types of literature as the short poem, the long narrative poem, the play, the essay, the short story, and the novel; examinations in literature; supplementary reading, its importance, selection of books, testing of reading.

The course in literature includes a consideration of the problems connected with the teaching of silent and expressive reading.

(2) *Composition.*—The aim in teaching composition; principles to be followed in arranging a course; the place of grammar and of rhetoric in the High School course; the use of models; choice and variety in subjects; assigning, valuing and correcting compositions; special problems of oral composition.

Books of Reference:

Ballard: Teaching the Mother Tongue.
Ballard: Thought and Language.
Bradby: About English Poetry.
Bradby: About Shakespeare and His Plays.
Brophy: English Prose.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Haddow: On the Teaching of Poetry.
Pocock: Pen and Ink.
Webster and Smith: Teaching English in the Junior High School.

SEMINAR IN ENGLISH

For Type A candidates in English and, in part, English and French, English and Latin.

41. A consideration of the following phases of the teaching of English: (*a*) courses of study, (*b*) presentation of difficult topics, (*c*) special methods of teaching.

Books of Reference:

Abercrombie: Poetry—Its Music and Meaning.
Ballard: Teaching The Mother Tongue.
Ballard: Thought and Language.
Diltz: Poetic Pilgrimage.
Diltz: Pierian Spring.
Gurrey: The Appreciation of Poetry.
Hixson and Colodny: Word Ways.
Newbolt: The Teaching of English in England, Ch. 1, 4, 5, 9.
Raleigh: Style.
Society for Pure English: Tracts 4, 6, 10, 11, 12, 15, 16, 18, 24, 36, 39, 46.
Thouless: Straight and Crooked Thinking.
Watts: The Language and Mental Development of Children.
Weekley: Something About Words.

SOCIAL STUDIES: GEOGRAPHY AND HISTORY

42. The values of these subjects in the educational programme; the High School courses of study; examination of various possible procedures

in teaching; special problems in geography and in history; special matters (map work, local observations, community histories, current events, citizenship); methods of testing and grading; books and other equipment for teaching.

Books of Reference:

Barnard: Principles and Practice of Geography Teaching.
Bining: Teaching the Social Studies in Secondary Schools.
Bowman: Geography in Relation to the Social Studies.
Fairgrieve: Geography in School.
Klapper: The Teaching of History.
Memorandum on the Teaching of Geography.
Schutte: Teaching the Social Studies on the Secondary School Level.
Stormzand and Lewis: New Methods in the Social Studies.
Taylor, Griffith: Our Evolving Civilization.
Wesley: Teaching the Social Studies.
The School—bound volumes.
The Social Studies—bound volumes and current issues.
Yearbooks—National Council for the Social Studies.

43. SEMINAR IN HISTORY

(For Type A Candidates)

A more intensive study of principles and practices in the teaching of history and a consideration of topics designed to broaden professional perspective.

MATHEMATICS

44. *General Mathematics.*—The content and methodology of the prescribed courses for Grades IX and X, including commercial arithmetic and mensuration.

Algebra and Geometry.—The content and methodology of the Middle School courses prescribed in the "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools."

Books of Reference:

Breslick: The Teaching of Secondary School Mathematics.
Durrell: The Teaching of Elementary Algebra.
Godfrey and Siddons: The Teaching of Elementary Mathematics.
Lennes: The Teaching of Arithmetic.
Mills: The Teaching of Modern Arithemtic.
Minnick: The Teaching of Mathematics in Secondary Schools.
National Council of Teachers of Mathematics: 5th and 7th Yearbooks.
Schultze: The Teaching of Mathematics in Secondary Schools.
Smith and Reeve: The Teaching of Junior High School Mathematics.

Sumner: The Teaching of Arithmetic and Elementary Mathematics.
Taylor: Arithmetic for Teacher Training Classes.
Young: The Teaching of Mathematics.

SEMINAR IN MATHEMATICS

(For Type A Candidates in Mathematics and, in part, Mathematics and Physics.)

45. The seminar in mathematics will discuss methods in trigonometry and statics and the more advanced parts of Algebra and geometry; the order of presenting the parts of these subjects so as to secure the most logical and impressive relation among the parts; the relations of the subjects themselves; the place of the teacher in dealing with more mature minds; the history and development of such special topics as the algebraic equation, the vulgar and decimal fraction, loci, maxima and minima, the harder theorems on the conic sections; examinations in mathematics, their purpose, when they should be held, the character of the paper, methods of marking, making the classroom attractive with pictures and mathematical equipment, mathematical books to interest pupils and teachers, etc.

Books of Reference:

Bell: Development of Mathematics.
Bell: Men of Mathematics.
Boyer: An Introduction to Mathematics for Teachers.
Butler and Wren: The Teaching of Secondary Mathematics.
Cajori: A History of Mathematics.
Fink: A Brief History of Mathematics.
Merriman: To Discover Mathematics.
Moore & Mira: The Gist of Mathematics.
National Council of Teachers of Mathematics: 15th and 17th Yearbooks.
Nunn: The Teaching of Algebra, including Trigonometry.
Schultze: The Teaching of Mathematics in Secondary Schools.
Young: The Teaching of Mathematics.
Articles in "School Science and Mathematics," and "The Mathematics Teacher."

SCIENCE

46. The following are the main topics of the course:

A. Scope and value of the natural sciences; meaning of science and scientific method; educational value of science; inductive and deductive methods of investigation.

Experimental work; how conducted, how recorded; manipulation of apparatus; making of simple apparatus; classroom discussion, its purpose, method, and relation to the experimental work; the use of text-books; note-books, method of inspection, drawing; reference books, most suitable

books in each subject for the library; supplementary reading; methods in general science in Grades IX and X, illustrated in lessons upon subjects difficult of presentation.

B. Laboratory equipment for the teaching of general science, and of physics, chemistry, and biology; methods of demonstration; use of technical terms; theories, facts, scientific laws; text-books and reference books.

Chemistry: Order of treatment; introductory work. Methods of conducting instruction in chemistry will be discussed, and illustrated in lessons upon subjects selected from such topics as the following: chemical laws and theories; valency; formulae and equations; nomenclature; qualitative and quantitative experiments; chemical arithmetic; the elements, with sodium and chlorine as types; chemical equilibrium; ionization in solution; structure of atom.

Physics: Methods of conducting instruction in the more difficult parts of the courses in heat, light, sound, magnetism, electricity, and mechanics will be discussed and illustrated in lessons upon subjects selected from such topics as the following: specific gravity, properties of liquids and gases, machines, friction, temperature, specific heat, laws of reflection, images in mirrors and lenses, laws of vibrating strings with problems, interference of sounds, lines of magnetic force, relation between statical and current electricity, practical applications of electricity, mechanics.

Biology: Dissection; experiments with plants; the microscope; aquaria and terraria; school museums; plant and animal ecology. Methods of conducting instruction in biology will be discussed and illustrated in lessons upon subjects selected from such topics as the following: relation of structure to function, animal and plant types such as the grasshopper, frog, hepatica, fern. This discussion will assume a practical acquaintance on the part of the student with the common plants and animals of Ontario.

The course will stress laboratory practice in each subject.

Books of Reference:

Brownell and Wade: The Teaching of Science and the Science Teacher.

Heis, Obourn and Hoffman: Modern Methods and Materials for Teaching Science.

Hoff: Science Teaching

Hunter: Science Teaching.

Lloyd and Bigelow: The Teaching of Biology.

Miller and Blaydes: Methods and Materials for Teaching Biological Science.

Newbury: The Teaching of Chemistry.

Phillips and Cox: The Teaching of Biology.

Poulton: The Teaching of Biology.

Smith and Hall: The Teaching of Chemistry and Physics.

Sumner: The Teaching of Science.

Twiss: Principals of Science Teaching.[1]

High School Manual: Suggestions for Teachers of Science.

SEMINAR IN SCIENCE

(For Type A Candidates in Science and, in part, Mathematics and Physics)

47. Manipulation: Practice with apparatus used in High School demonstrations; preparation of illustrative charts; the projection lantern; film projection; care of aquaria and vivaria; growth of plants for experiments in vegetable physiology; collection and preservation of botanical and zoological material for Upper School work.

Equipment: Laboratory accommodation; arrangement of laboratories; lighting and ventilation; arrangement and structure of benches and other furniture; care and purchase of apparatus; chemicals and minerals, most suitable kinds, method of preparation and storage; reference works and periodicals in science for the High School library.

Methods of treating topics in physics, chemistry and biology of Grade XIII.

Books of Reference:

Curtis: A Digest of Investigation in the Teaching of Science.
Hoff: Science Teaching.
Green: Zoological Technique for Teachers and Senior Students.
Mann: The Teaching of Physics.
Miller and Blaydes: Methods and Materials for Teaching Biological Science.
Newbury: The Teaching of Chemistry.
Ontario Department of Education: Laboratory Equipment.
Phillips and Cox: The Teaching of Biology.
Twiss: Principles of Science Teaching.
Westaway: Science Teaching.

SEMINAR IN AGRICULTURE

(For Type A Candidates in Agriculture)[1]

48. The History of agricultural education in the United States and Canada and particularly in Ontario; developments prior to 1904; developments since 1904; the influence of Departmental regulations, the Ontario Agricultural College, Summer Courses and various organizations in the development of agricultural education; the present regulations of the Department of Education and their relation to the teaching of Agriculture in the elementary and secondary schools and normal schools; qualifications of teachers; relations of school boards and teachers; provisions for inspection and reports; elective courses, and vocational agricultural courses in secondary schools.

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[1]Candidates for the High School Assistant's certificate, Type A, in Agriculture shall take also the Science of the course for the High School Assistant's certificate, Type B.

Equipment and methods; special equipment needed for agricultural topics; arrangement of laboratory and classroom; storage and care of apparatus; preparation of illustrative material and charts; the projection lantern; the moving picture machine; agricultural periodicals, reference books and other sources of information; the school garden, planning and care; beautification of school grounds; home projects and collections; planning of courses; types of lessons; use of illustrative material; correlation of the science subjects in courses in agriculture.

Books of Reference:

Davis and Dickinson: Farm Projects and Problems.
Dean: Dairying, Farm and Factory.
DeLaMare: Garden Guide.
Heald: Manual of Plant Diseases.
Hughes and Henson: Crop Production.
Lippincott and Card: Poultry Production.
MacEwan and Ewen: General Agriculture.
Madill: History of Agricultural Education in Ontario.
Phillips: Beekeeping.
Plumb: Types and Breeds of Farm Animals.
Russell and Hastings: Agricultural Bacteriology.
Stevens: Garden Flowers in Color.
Bulletins and Regulations of the Dominion and Ontario Departments of Agriculture.
Reports and Regulations of the Ontario Department of Education.

CLASSICS (LATIN AND GREEK)

49. The relation of method in teaching Latin or Greek to linguistic method in general; the effect of the object of teaching Latin or Greek upon the method in various departments, such as oral reading, grammar, translation, sight reading, and the literary or historical content; illustration of methods in typical lessons.

Pronunciation; oral reading, sight reading, and English translation as prescribed for the Lower and Middle Schools; general principles of word-structure and sentence-structure; word order; methods of teaching the parts of a lesson; topics of inflection and syntax as found in the Latin and Greek Books; special emphasis on difficult topics.

The course will stress oral practice in Latin.

Books of Reference:

Hamilton and Carlisle: Latin for Secondary Schools.
Gray: Latin for Today.
Arnold: On Translating Homer.
Bennett and Bristol: Teaching of Latin and Greek.
Game: The Teaching of High School Latin.
Goodwin and Gulick: Greek Grammar.

Lane: Latin Grammar.
Valentine: Latin, its Place in Education.
Westaway: Quantity and Accent in the Pronunciation of Latin.
White: The Teaching of Latin.
The American Classical Investigation: Report, Parts 1 and 2.

SEMINAR IN CLASSICS

(For Type A Candidates in Classics, Latin and Greek, and, in part, Latin and French, and English and Latin)

50. In the seminar in Classics, the topics treated will be those which are germane to the teaching of the Latin and Greek authors and prose prescribed for study in the Upper School during the current year. These will include:

A study of adequate translation of the works of Latin and Greek authors.

Appreciation of the art of Horace, Virgil, Catullus, and Homer.

The Philosophy of Horace.

The legacy of Greece and Rome.

The teaching of the following metres: Hexameter, Elegiac, Sapphic, Alcaic.

The different types of poetry represented in the prescribed authors and the debt of English writers to classical originals.

The teaching of Latin continuous prose composition.

The morphology and syntax of Attic Greek together with a general treatment of the principles of Greek accent.

FRENCH, GERMAN, OR SPANISH

51. Pronunciation: Study of sounds and their spelling; phonetic symbols; devices for teaching; intonation exercises; dictation; singing.

Course of Studies in Grades IX and X: Introductory lessons, including conversational work for beginners; reading for comprehension; vocabulary building; conversation based on reading; paraphrasing; dictation; functional grammar, stressing the verb and pronoun.

Course of Studies in Grades XI and XII: Methods of conducting reading; increased emphasis placed on writing; grammar; translation from English into the foreign language; supplementary reading; testing.

Illustration of methods in typical lessons.

The course will stress oral practice in the foreign language.

Books of Reference:

de Sauzé: The Cleveland Plan for the Teaching of Modern Languages.
Jack: French Pronunciation and Diction.
Jespersen: How to Teach a Foreign Language.
Vietor: German Pronunciation.

SEMINAR IN MODERN LANGUAGES

(For Type A Candidates in French and German *or* Spanish, and, in part, Latin and French, English and French)

52. In the seminar in Modern Languages, stress will be laid upon methods of presenting the work to be studied in Grade XIII during the current year.

Topics treated will include: Teaching of advanced grammar and prose composition; correction of written work; conducting of reading lessons; sight reading; supplementary reading; free composition; conversation; making of examinations; use of dictionaries and books of reference.

Books of Reference:

Der Sprach-Brockhaus.
Duden: Stilwörterbuch.
Larousse: Nouveau Petit Larousse Illustré.
Larousse: Pequeño Larousse Ilustrado.
Schulz und Sundermeyer: Deutsche Sprachlehre für Ausländer.

SEMINAR IN HOME ECONOMICS

(For Type A Candidates)

53. Introductory: The development of Home Economics, including a brief study of present day tendencies; its value and aims.

Methods: A study of courses for public, high and vocational schools; a discussion of various types of organization; methods of teaching; illustration of methods in typical lessons; a study of the methods of class-room procedure and problems arising therefrom; allotment of time for different phases of the subject; textbooks; note books; preparation, use and care of illustrative material; examinations.

Class Organization: Departmental regulations; size of class; records.

Equipment: Types of equipment; cost, arrangement and inventory of equipment.

Books of Reference:

Regulations and Courses of Study for the Public and High Schools of Ontario.
Texts as recommended in the Courses of Study in Home Economics for High and Continuation Schools, Collegiate Institutes and Vocational Schools.
Brown: Evaluation and Investigation in Home Economics.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Home-making.
Pollard: Adult Education in Homemaking.
Robinson and Scheick: Principles of Planning the Homemaking Department.

Spafford: Fundamentals in Teaching Home Economics.
William and Lyle: Homemaking Education in the High Schools.

PHYSICAL AND HEALTH EDUCATION AND CADET TRAINING

54. This course is outlined in the Courses of Study for Grades IX-XIII issued by the Ontario Department of Education.

COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Theory, Methods and Materials (for men and women).
Practice (for men):
- (*a*) Cadet Training.
- (*b*) Gymnastics.
- (*c*) Apparatus.
- (*d*) Games.
- (*e*) Swimming.

Practice (for women):
- (*a*) Gymnastics.
- (*b*) Games.
- (*c*) Rhythmics.

SEMINAR IN PHYSICAL AND HEALTH EDUCATION

(For High School Assistants', Type A Candidates)

1. Organization and administration, including the following:
   - (*a*) aims, objectives and policies,
   - (*b*) selection and grading of teaching material,
   - (*c*) marking and testing,
   - (*d*) planning the curricular and extracurricular programmes.
2. Methods and survey of material (Women):
   - (*a*) Physical Education—gymnastics, games, rhythmics, swimming,
   - (*b*) Health Education—anatomy, physiology, safety education, first aid, home nursing, community health, healthful living, child study.

   Methods and survey of material (Men):
   - (*a*) Physical Education—gymnastics, apparatus, games, swimming,
   - (*b*) Health Education—anatomy and physiology, first aid, safety education, healthful living,
   - (*c*) Citizenship Corps Training—basic drill, citizenship topics, theory of games, rifle shooting.

Books of Reference:

Texts as recommended in the Courses of Study in Physical and Health Education and Cadet Training of the Ontario Department of Education.

Physical Education:
Bowen and McKenzie: Applied Anatomy and Kinesiology.
Bukh: Primary Gymnastics—Fifth Edition, 1939.
Bundy: Anatomy and Physiology.
Edwards: Anatomy for Physical Education.
LaPorte and Renner: The Tumbler's Manual.
Lee: The Conduct of Physical Education.
McKenzie: Exercise in Education and Medicine.
Macherey and Richards: Pyramids Illustrated.
Mitchell: Intramural Athletics.
Mulliner and McKenzie: Elementary Anatomy and Physiology.
National Recreational Association: New Play Areas—Their Design and Equipment.
National Recreational Association: Introduction to Community Recreation.
Radir: Modern Dance.
Sharman: Introduction to Physical Education.
Sharman: Teaching of Physical Education.
West: The Gymnast's Manual.
Health Education:
Conrad and Meister: Teaching Procedures in Health Education.
Evans and Fry: Safety.
Phair and Speirs: Good Health.
Robertson: Fundamentals of Health.
Articles in "The Athletic Journal," "The Journal of Health and Physical Education," and "Journal of Physical Education and School Hygiene."
Cadet Training:
Defence Training (C. J. Eustace, editor).

ART AND CRAFTS

55. COURSE FOR THE ELEMENTARY CERTIFICATE

Creative Pictorial Expression, Drawing and Sketching from Objects, Plastic Design, Model-making, Design and Lettering, Theory and History of Art and Crafts, Methods of Teaching Art and Crafts.

COURSE FOR THE INTERMEDIATE CERTIFICATE

Drawing and Painting, Modelling and Model-making, Industrial and Decorative Design, Theory and History of Art and Crafts, Classroom Methods and Problems.

Books of Reference:
Ackley: Marionettes.
Arthur: Early Buildings of Ontario.
Cheney: A World History of Art.

Cheney: Expressionism in Art.
Doten and Boulard: Fashion Drawing.
Dougherty: Pottery Made Easy.
Dow: Composition.
Eccott: Teaching Creative Art in Schools.
Faulkner, Ziegfeld and Hill: Art To-day.
Fletcher: A History of Architecture.
Gardner: Art through the Ages.
Gibbs: The Teaching of Art.
Glazier: A Manual of Historic Ornament.
Hartley and Elliot: Life and Work of the People of England—Vols. I-VI.
Johnstone: Child Art to Man Art.
Lemos: Creative Arts and Crafts.
McLeish: Beginnings; Teaching Art to Children.
Maas: Common Sense in Home Decoration.
Munsell: Colour Notation.
Progressive Educational Association: Creative Expression.
Quennel: History of Everyday Things in England—Vols. I-II.
Read: Art and Industry.
Read: Education Through Art.
Robb and Garrison: Art of the Western World.
Tomlinson: Picture Making by Children.
Viola: Child Art.
Articles in "Art and Craft Education"; "Decoration"; "School Arts Magazine"; "Design."

SEMINAR IN ART AND CRAFTS

(For High School Assistants', Type A Candidates)

The seminar in Art and Crafts will discuss classroom methods and problems relating to the advanced grades. Special emphasis will be given to (*a*) the securing, organizing and use of illustrative source material, such as slides, prints and exhibitions which can be used to interpret and intensify the study of art history and art criticism; (*b*) a more advanced study of the theory, history and practice of art and crafts.

Books of Reference:

Gardner: Art Through the Ages.
Faulkner, Ziegfeld and Hill: Art To-day.
Giedion: Space, Time and Architecture.
Stites: The Arts and Man.
Teague: Design This Way.

VOCAL MUSIC

56. COURSE FOR THE ELEMENTARY TYPE A CERTIFICATE

Sight Singing and Ear Training:

The tonic solfa system; sight reading of songs based on the theory prescribed for grades IX and X; singing of major and minor scales (all forms); writing of simple exercises from dictation; detection of errors in the performance of unison songs.

Books of Reference:

Bell: The Chorister, Book I.

Voice Training and Song Material:

The adolescent voice; choral singing; practice in tone production, intonation, diction, and breath control; blending of voices in part singing; interpretation; analysis of song material for grades IX and X.

Books of Reference:

Foresman, Dann and Fenwick: The Highroad of Song, Book III.
Gildersleeve, Smith and Bell: Living Songs.
Hill: The Singing Period, Book VII.
Staton: Sweet Singing in the Choir.
The Silver Book of Songs.
Wilson, Christy and Bell: The Modern Choral Hour.
Wright: Youthful Voices.

Conducting:

The conducting patterns of common metres; special problems: attack and release, incomplete bars, expression, use of the left hand.

Books of Reference:

Stoessel: The Technique of the Baton.

Rudiments of Music:

Notation (notes, rests, clefs); intervals and their inversion; metre and rhythm; scales (diatonic and chromatic); transposition; musical terms, abbreviations and ornaments.

NOTE: Students are advised to study in advance one of the following texts:

Ahrens: Rudiments of Music.
Bell: The Chorister, Books I and II.
Dunstan: The A B C of Musical Theory.
Horwood: The Basis of Music.

Music Appreciation:

Teaching of the topics prescribed for grades IX and X; the human voice, musical instruments, elementary form, nationalism, music aesthetics; study of selected compositions through recordings; organization of a course in music appreciation; choice and care of equipment.

NOTE: Students are advised to study in advance one or more of the following texts:

Bacharach: The Musical Companion.
Faulkner: What We Hear in Music.
Scholes: The Oxford Companion to Music.

Methods:

General principles of music education; analysis of the course for grades IX and X; voice testing; teaching of rote songs, reading songs, part songs and theory; use of the piano; integration of music with other subjects; the relation of the school orchestra to the vocal programme; elementary scoring and transposition for instruments.

Books of Reference:

Maddy and Giddings: Instrumental Technique for Orchestra and Band.
Newton and Young: The Book of the School Orchestra.

COURSE FOR THE INTERMEDIATE TYPE A CERTIFICATE

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grades XI and XII; modulation; singing of major scales from tonic to tonic, mediant to mediant and dominant to dominant, and of intervals found in the major scale; writing of exercises from dictation (melody and rhythm combined); recognition of chords listed in the course for intermediate harmony; detection of errors in the performance of part songs.

Books of Reference:

Bell: The Chorister, Book II.

Voice Training and Song Material:

More advanced study of topics listed in the Elementary Type A course, with special reference to school choirs; analysis of song material for grades XI and XII, and for high school choirs.

Books of Reference:

Coward: Choral Technique and Interpretation.
Finn: Principles of Choral Technique.

Conducting:

More advanced study of special problems listed in the Elementary Type A Course; practice in conducting school choirs.

Books of Reference:

Stoessel: The Technique of the Baton.

Harmony:

Chords I, II, IV, V, VI in root position and first inversion; dominant 7th and its inversions; elementary rules of part writing; cadences with

the use of the cadential 6/4 chord; sequences; unessential notes; composition of school melodies; harmonization of melodies in 3 and 4 parts for school use.

NOTE: Students are advised to study in advance one of the following texts:

Kitson: Elementary Harmony, Book I.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grades XI and XII with special reference to form: binary and ternary form, theme and variations, canon and fugue, rondo, sonata form, vocal and instrumental forms; study of selected compositions through recordings.

Books of Reference:

Macpherson: Form in Music.
Morris: Structure of Music.

Methods:

Analysis of the course of study for grades XI and XII; teaching of more advanced reading songs, part songs and theory; the school Assembly; high school choirs; public performances (concerts and operettas).

Books of Reference:

Cain: Choral Music and its Practice.
Wilson: Lead a Song.

SEMINAR IN MUSIC

(For High School Assistant's, Type A Candidates)

Sight Singing and Ear Training:

Sight reading of songs based on the theory prescribed for grade XIII; extraneous modulation; singing of major scales from any note in the scale to its octave; singing of intervals contained in the major and minor scales (all forms); writing of exercises in two parts from dictation; recognition of chords listed below for harmony; detection of errors in the performance of more advanced part songs.

Books of Reference:

Bell: The Chorister, Book II.

Voice Training and Song Material:

Advanced study of topics listed in the Elementary Type A Course through choral works; unaccompanied singing; modern theories of voice training; the teaching of special classes in voice training; selection of song, choral and operatic material for grade XIII classes, public performances and festivals.

Books of Reference:

Coward: Choral Music and Interpretation.
Pitts: Voice Class Method.

Conducting:

Practice in conducting school choirs, assemblies and operettas: advanced problems; changes of time signature, contrapuntal works, special effects, etc.

Harmony:

Diatonic and diminished 7th chords; chords of the 9th; suspensions; further use of unessential notes; elementary modulation; free counterpoint in two parts; composition of school melodies; harmonization of melodies in 2, 3 and 4 parts for school use; descants.

Books of Reference:

Kitson: Elementary Harmony, Book II.
Warburton: Harmony for Schools and Colleges.

Music Appreciation:

Teaching of the topics prescribed for grade XIII; advanced form, music biography and history, the analysis of selected compositions with special attention to the prescribed works for grade XIII; use of miniature scores; supplemental reading; evaluation of recordings for school use; use of radio in music appreciation.

Books of Reference:

Bacharach: Lives of the Great Composers.
Burrows and Redmond: Symphony Themes.
Scholes: The Oxford Companion to Music.
The Victor Book of the Symphony.

Methods:

Modern theories of music education; musical talent and its measurement; the specially gifted pupil; the relation of Secondary School music to music in the Elementary School and to the work of the private teacher; administration; music festivals and adjudication; practice in individual tutorial work; the piano accompaniment of school singing; analysis of the prescribed course for grade XIII.

Books of Reference:

Dykema and Gherkins: Music Education for High Schools.
Fenwick: High Road Music Series—Teacher's Manual.
Mursell and Glenn: The Psychology of School Music Teaching.

57. COURSE FOR THE ELEMENTARY COMMERCIAL CERTIFICATE

(1) Shorthand Theory:

The principles of the Isaac Pitman system; writing continuous matter in approved shorthand forms; transcribing sight passages in continuous shorthand.

(2) Shorthand Practice and Transcription:

Writing from dictation for ten minutes, in approved Pitman Shorthand, easy material at the rate of sixty words per minute; transcribing of these notes on a typewriter with blanked keyboard; ten minutes to be allowed for revision of notes, and forty minutes for transcription.

(3) Typewriting:

(*a*) Typing for ten minutes on a typewriter with blanked keyboard at a net rate of thirty words per minute. (The basis for estimating the number of words shall be five strokes per word.)

(*b*) Application of typewriting to simple problems in setting up business letters, headings, programmes, invitations, announcements, display work, tabular work.

(4) Bookkeeping:

Proprietorship; study of property and claims against this property as assets, liabilities; proprietorship as expressed in the fundamental equation —Assets minus Liabilities equals Proprietorship.

(5) Penmanship:

Posture, penholding, position of the paper, movement, development of speed, classification of small and capital letters according to similarity of basic principles. Graceful, legible business writing; ledger headings; figures; accounts; marking alphabet; writing on the blackboard.

(6) Methods—Minor:

(*a*) Methods of teaching Business Practice and Bookkeeping: instructional material; testing programme; presenting special topics; text-books; outlining courses; grading papers.

(*b*) Methods of teaching junior Shorthand and Typewriting.

(i) First year in Shorthand: organization of classes and materials; content of course; analysis of text-book; division of time for various sections of the work; various methods of approach; shorthand penmanship; reading of shorthand; how and when to test; the place of theory in junior classes; how and when to introduce transcription.

(ii) First two years in Typewriting: typing room, equipment and supplies; class organization; teacher's preparation; application of general principles to the teaching of typing technique; analysis and prevention of errors; speed development; tests and how to mark them; the second year course; written reports on actual lessons.

Books of Reference:

As recommended in the Courses of Study for Grades IX-XII in Collegiate Institutes, High, Vocational and Continuation Schools.

Blackstone and Smith: Improvement of Instruction in Typing.
Clem: Technique of Teaching Typewriting.
Davis: A Study of Shorthand Teaching.
Dvorak: Typewriting Behaviour.
Gregg: Psychology Applied to Skill Building.
Haynes: Tests and Measurements in Business Education.
Lamb: Your First Year of Teaching Typewriting.
Leslie: Teaching of Gregg Shorthand by the Functional Method.
Lessenberry: College Typewriting.
Lomax: Problems of Teaching Shorthand.
Lomax and Agnew: Problems of Teaching Bookkeeping.
Lomax and Reynolds: Problems of Teaching Typewriting.
Newman: Pitmans Teacher's Manual.
Odell and Stuart: Principles and Techniques for Directing the Learning of Typewriting (2nd Edition).
Osborne: Correlated Dictation.
Risk: Principles and Practices of Teaching.
Selby: Teaching of Bookkeeping.
Smith: Gregg Typing—Teacher's Handbook.
Taylor: Commentary on Pitman Shorthand.
Articles in various year-books.

58. COURSE FOR THE ELEMENTARY INDUSTRIAL ARTS AND CRAFTS CERTIFICATE, TYPE A

Draughting: Orthographic projection problems; isometric drawing of rectangular, circular and cylindrical figures; sketching oblique views; geometric drawing; tracing and blue printing.

Woodworking: Nature, structure and characteristics of common woods; the selection and suitability of woods for various purposes; seasoning, defects and grading lumber; cutting out operations, planing, squaring, chiselling and paring; uses of various fastening materials; construction of common joints; various methods of wood finishing and care of brushes; use and care of band saw, variety saw, jig saw and jointer; the wood turning lathe, with elementary turning of single spindle and face plate work; sharpening and care of woodworking tools.

Sheet Metal Work: Laying out patterns, cutting, bending, soldering and rivetting of tin plate and galvanized iron; etching, hammering, planishing and polishing of brass and copper.

Machine Shop Practice: Hand tools and bench work; layout work and elementary machine operations.

Methods of instruction and class organization of the General Shop.

Books of Reference:

As recommended in the Courses of Study for High or Continuation Schools, Collegiate Institutes and Vocational Schools (Grade IX).

Ashcroft and Easton: General Shop Work.
Clancey: Sheet Metal Work.
Evans, Parks and Slatterie: Hand Woodworking.
Wishart: Woodwork Practice and Theory.
The Home Workshop. (Odhams Press Ltd.)
Working with Plexiglas. (Rohm and Haas Co.).

59. COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

An analysis of the Course of Study, Grades IX and X, Home Economics of the General and Commercial Courses.

Fundamental principles, practices, and standards in home and family living.

Problems of organization; methods of teaching; aids to learning; home and classroom equipment. Departmental regulations. Guidance in classroom teaching.

Books of Reference:

Reference Books for the Course in Home Economics, Grades IX and X.
Brown and Haley: The Teaching of Home Economics.
Hatcher and Andrews: The Teaching of Homemaking.
Herrington: Homemaking.
Spafford: Fundamentals in Teaching Home Economics.
Williamson and Lyle: Homemaking Education in the High Schools.

60. DICTION AND VOICE PRODUCTION

General lectures on diction and voice production.
Corrective work and exercises.

Books of Reference:

Aikin: The Voice.
Anderson: Training the Speaking Voice.
Bennett: Practical Speech-Training.
De Banke: Art of Choral Speaking.
Fillebrown: Resonance in Singing and Speaking.
Gullen: Choral Speaking.
Gullen: Speech Training in the School.
Henderson: The Art of Effective Speech.
Henderson: Good Speaking.
James: Our Spoken Language.

Parrish: The Teacher's Speech.
Storey: The Way to Good Speech.
Von Hesse: So to Speak.
Ward: Defects of Speech.

ONE-YEAR COURSE FOR THE INTERMEDIATE CERTIFICATE IN HOME ECONOMICS

CONDITIONS OF ADMISSION

61. (1) A candidate for admission to the course for the Interim Intermediate certificate in Home Economics should make application, not later than August 31st, on a form to be obtained from the Secretary of the Ontario College of Education and should submit with this application:

(*a*) A certificate from a competent authority that she is a British subject.

(*b*) A certificate from a clergyman or other competent authority that she is of good moral character.

(*c*) A certificate of successful vaccination. Every candidate for admission must submit a certificate of successful vaccination with her application.

(*d*) A statement signed by herself to the effect that she intends, when opportunity offers, to teach the subject of Home Economics.

(*e*) One of the following:

A Permanent Second Class certificate obtained under the regulations in force subsequent to September, 1927; an Interim or Permanent First Class certificate; a High School Assistant's certificate; an Ordinary Vocational or a Specialist Vocational certificate.

(2) Candidates who fulfil the foregoing conditions of admission and who hold Elementary Certificates in Home Economics, Type A, B, or C will be exempted from attendance during the Autumn term.[1]

COURSE OF STUDY

62. The Course of Study for the Intermediate certificate in Home Economics includes the following, with specific reference to the course in Home Economics prescribed for Grades VII, VIII, IX, and X:

PART I

FOODS

Economics.—Marketing; points to be considered in selection; factors determining cost; saving of materials, fuel, and labour in preparation; care in the home; utilization of left-overs.

[1]Application for admission to the College at the beginning of the second term in January should be made not later than December 1st. Enrolment in January may be limited according to the available accommodation.

Nutrition.—Composition and nutritive value of foods; requirements to maintain the body in health; digestion of foods, factors influencing the diet, menu planning; diets for infants, children and adults.

Preparation.—Scientific principles underlying methods of preparation; application of these principles in food and meal preparation (family meals, meals for children, and meals for the aged and sick in the home). Table service.

CLOTHING

Selection.—Source and properties of the principal textile fibres; study of textile fabrics; principles of design; aesthetic and economic factors determining selection for the individual.

Construction.—Cotton, linen or woollen garments: choice and preparation of material, commercial patterns, use and care of the sewing machine, construction processes.

Care.—Daily, weekly, and seasonal; repairing; removal of stains, laundering.

HOME MANAGEMENT

The Home.—Standards of living in relation to home life; relation of the home to the community.

The House.—Planning, furnishing; renovation; care; problems and procedures in the management of the modern home; household budgets; use and care of household equipment, appliances and fabrics.

Sanitation.—Effect of environment on health; sanitary control of surroundings; disposal of waste.

Home Nursing and Child Care.—Care of the infant, child and adult; emergencies; bandaging.

METHODS

Objectives in teaching Home Economics; types of equipment; study of authorized courses; problems of organization; methods of teaching; demonstration of lessons; teaching aids.

PART II

Observation and Practice-teaching will be provided in selected Public and High Schools and will include a minimum of six practice lessons per student with an equal number of periods for observation lessons.

EXAMINATIONS

63. (1) Candidates for the Intermediate certificate shall pass in each of Parts I and II under the following conditions:

(*a*) Part I.

The following shall be the subjects in Part I with the maximum value of 100 for each subject:

Foods
Clothing
Home Management
Methods

The standing of candidates in the subjects of Part I will be determined by the sessional records and the final written examinations.

The sessional records, to which shall be allotted one-half the maximum value assigned above to each subject, shall consist of the daily credits and of the results of oral, written, and practical tests.

The final written examinations, to which shall be allotted the remaining half of the maximum value assigned above to each subject, shall include the following papers:

Foods
Clothing
Home Management
Methods

The pass standard in Part I shall be 60% of the marks assigned to each subject.

(*b*) Part II.

The standing of candidates in Part II shall be determined wholly by the sessional records. For this purpose the maximum value assigned to practice lessons shall be 300, and to observation lessons, 100.

The pass standard in Part II shall be 60% of the aggregate of the marks for the practice lessons and for the observation lessons respectively.

(2) (*a*) Candidates who pass in Part II and fail in not more than one subject of Part I will be exempted from further attendance.

(*b*) All other candidates who fail to obtain the necessary final standing will be required to attend another session, beginning after the Christmas vacation.

(3) (*a*) Candidates who are exempt from attendance under (2) (*a*) above may complete their standing for a certificate by taking at an annual examination, the examination, written or practical, in the subject in which they failed.

(*b*) The pass standard for candidates not in attendance will be the same as that for candidates in attendance, but no allowance will be made for sessional work in the case of those not in attendance.

CERTIFICATES

64. A candidate who takes the subjects and passes the examinations therein prescribed above shall be entitled to an Interim Intermediate Home Economics certificate which shall be valid in these subjects in any

Public, Separate, High or Continuation School and in Grades IX and X of a Collegiate Institute, provided that the teacher is otherwise qualified to teach in such schools.

This Interim certificate shall be valid for two years. The conditions under which the Interim Home Economics certificate may be made Permanent are contained in the regulations of the Department of Education.

65. COURSES FOR CERTIFICATES IN VOCATIONAL EDUCATION AND INDUSTRIAL ARTS AND CRAFTS

The Ontario Training College for Technical Teachers, which was established in Hamilton in 1925, has been re-organized as a department of the Ontario College of Education, Toronto, as of September 1, 1946.

I. Courses for the Ordinary Vocational certificate.

II. Courses for Industrial Arts and Crafts certificates:

1. The Intermediate certificate.
2. The Specialist certificate.

GENERAL CONDITIONS OF ADMISSION

(1) An applicant for admission to the courses referred to above shall make application, not later than August 31st, to the Director of Vocational Teacher-Training, 371 Bloor St. West, Toronto 5, on a form to be obtained from him, and shall submit with this application, on forms also to be supplied by the Director:

(a) A certificate from the Deputy Registrar-General of Births, Parliament Buildings, Toronto, or an affidavit by one of the parents or other relative, or other person cognizant of the applicant's date of birth.

Age limits:

For the Ordinary Vocational course, male applicants shall be not less than twenty-three and not more than thirty-five years of age, female applicants shall be not less than twenty-three and not more than thirty-two years of age.

For the Intermediate Industrial Arts and Crafts course, applicants shall be at least twenty years of age.

For the Specialist Industrial Arts and Crafts course, applicants shall be not less than twenty-three and not more than thirty-five years of age.

(b) A certificate from a competent authority that he is a British subject.

(c) A certificate from a clergyman or other competent authority that he is of good moral character.

(d) A certificate of successful vaccination.

(2) Before the final admission, and provided that the applicant is not already the holder of a Teacher's certificate, an applicant must submit a certificate of physical fitness signed by a medical examiner appointed by the Minister.

Candidates shall present themselves for the first part of the medical examination at the Ontario College of Education at 9 a.m. on September 20th, and shall hold themselves in readiness to appear for subsequent further examination as required. Students are required to be in continuous attendance at the College during the period of the medical examination, September 20th to 24th.

(3) In the event of rejection of an applicant in consequence of the medical examination and providing that the place of residence is in Ontario, the fee will be refunded and the actual cost of transportation from the Ontario College of Education to the applicant's home will be paid by the College.

66. I. COURSE FOR THE ORDINARY VOCATIONAL CERTIFICATE

ADDITIONAL REQUIREMENTS FOR ADMISSION

(1) Education.

Applicants are required to give evidence of secondary school graduation or the equivalent. Otherwise, candidates may be required to write examinations in English, Mathematics and Science, these examinations to be held at the College on the first day of the session.

(2) Trade Training and Experience.

(a) The training or apprenticeship required shall be that usually demanded for journeyman's qualifications in the trade concerned. Special training obtained in an approved day vocational school will be taken into account in considering the period of training. Applicants should submit statements from the persons or firms under whom they were trained, showing the length of the training period and the nature of the work.

(b) The experience required shall be several years of wage-earning journeyman trade experience with approved high-grade firms, and shall be such as to show that the applicant is a skilled craftsman, competent in the main branches of the trade, and familiar with its recent developments. The length of the journeyman experience depends upon the nature of the trade. Documentary evidence of experience in the trade in approved shops shall be furnished by the applicant.

(c) The applicant shall be required to pass an examination designed to test his attainments as a skilled worker in the trade concerned. The examination shall be on the fundamental principles, operations, processes

and skills of the trade, and shall be in two parts (1) written, (2) practical. In the practical examination he shall be required to show his skill in a performance test. This examination will be given by the Ontario College of Education during the first week of the session at places to be arranged.

67. PROGRAMME OF STUDIES

The course of training for the Interim Ordinary Vocational certificate consists of two parts:

Part I: Science of Education
School Law and Regulations
English
History of Vocational Education
Technical Subjects: 1. trade analysis,
2. shop plan,
3. equipment list,
4. yearly budget,
5. course of study
Methods in Teaching and Class Management

Part II: Observation and Practice-teaching.

68. ORGANIZATION OF COURSE

(1) Each candidate must prove by taking a Trade Test during the first week of the Session that he is a skilled craftsman in the practical subject he desires to teach.

(2) In general, the course is built upon the experiences of the student-teachers in the practice schools. Observation is stressed during the early part of the session. Individual and group instruction will be increased until, in the final two weeks, the student-teacher will take charge of the class with no assistance from the teacher.

(3) During alternate weeks in the College, in addition to the programme of studies, the student-teacher is given an assignment to cover his duties in the practice school for the following week. A corresponding bulletin is mailed to the teacher, who reports on the progress of the student at the completion of each week of Practice-teaching.

(4) Where possible, student-teachers are sent at first to vocational departments in the smaller composite schools and later to technical schools in the larger centres. The Director and his staff visit the practice schools from time to time to assist in evaluating the students' work.

69. DETAILS OF SUBJECTS

The details of the subjects of the course for the Ordinary Vocational certificate are set out below.

THE SCIENCE OF EDUCATION

(a) Psychology
  (i) intelligence, tests and measurements;
  (ii) learning, nature and laws; memory, fatigue, transfer, etc.
  (iii) mental hygiene of the pupil and the teacher,
  (iv) psychology of adolescence; school discipline.
(b) Guidance and Counselling.

SCHOOL LAW AND REGULATIONS

The Vocational Education Act, Regulations for Vocational Schools, the Apprenticeship Act, the Trade Schools Regulation Act; other legislation and regulations of direct concern to vocational schools.

ENGLISH

English—both oral and written—a brief review of the main essentials of grammar and composition to enable the shop teacher to avoid the more common errors in the use of words.

HISTORY OF VOCATIONAL EDUCATION

Brief historical sketch to show vocational aspects of educational developments; contributions of the educational reformers, Comenius, Locke, Rousseau, Pestalozzi, Fellenberg, Herbart, Froebel, Spencer; relation of industrial developments to the need for industrial education; development of secondary education, of vocational education; the manual training movement, the mechanics' institute, the farm and trade school, industrial and technical schools, trade schools; part-time, co-operative and apprenticeship classes; the Ontario educational system.

TECHNICAL SUBJECTS

(a) Trade Analysis and Course of Study:

Study of the work of the skilled craftsman to determine the teachable content of each trade or calling. Analysis of the trade to determine the skill, and the trade, technical and concomitant knowledges of the skilled worker; selection of instructional materials and arrangement into groups according to learning difficulties; selection of projects to be used to fit the order of the course of study; determination of related mathematics, science, drawing and auxiliary information needed in each project, preparation of course of study; unit courses.

(b) Shops Plans, Equipment and Budget:

Study of desirable features of shops and classrooms, size, shape, lighting, lay-out; preparation of minimum, and desirable, lists of equipment for the type of shop in which the teacher-in-training will work; design of benches, tables, furniture, selection of tools and machines; approximate prices; preparation of annual budget.

METHODS IN TEACHING AND CLASS MANAGEMENT

Learning process as applied to practical subjects; formal lesson types; individual differences; individual and group instruction; lesson planning; instruction aid material—sheets, pictures, charts, films, models; organization of instruction material; tests and examinations; records; special shop problems.

70. II. COURSES FOR INDUSTRIAL ARTS AND CRAFTS CERTIFICATES[1]

1. COURSE FOR THE INTERMEDIATE CERTIFICATE

This is a two-year course to provide training for those who contemplate the teaching of Industrial Arts and Crafts in Public, Separate, Continuation and High Schools. Applicants admitted under condition B below shall be exempted from attendance during one year of the course.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit:

A. Evidence of graduation from an approved regular four-year industrial course in a vocational school, which includes machine shop practice, woodworking, drafting, electricity, and auto mechanics; and evidence of at least one year of approved industrial wage-earning experience;

OR

B. Evidence of a Second Class or more advanced Ontario teaching certificate, and *either* an Elementary Manual Training certificate *or* a statement indicating successful completion of the work of Part I of the Elementary Industrial Arts and Crafts, Type B, course or the work of Part I of the Elementary Industrial Arts and Crafts, Type A, course. Applicants who hold the Elementary Industrial Arts and Crafts certificate, Type A shall be exempted from attendance during the autumn term but shall make application for admission not later than December 1.

71. PROGRAMME OF STUDIES

The course of training for the Intermediate certificate in Industrial Arts and Crafts consists of two parts as follows:

[1]The Dean reserves the right to limit the total enrolment of Intermediate and Specialist candidates to twenty-five.

Part I: Activity Analysis and Course of Study
Shop Work
History of Industrial Arts and Crafts Education
Guidance

Part II: Observation and Practice-teaching.

Each student is given at least three weeks in a practice school. His teaching progresses from individual and group instruction to complete charge of routine duties and class instruction. If possible, he is sent to the general shop (a) in a public school, (b) in a continuation or high school, and (c) in a collegiate institute.

Note: For the Programme of Studies for those who must attend two years, see the Programme of Studies of the course for the Ordinary Vocational Certificate in Section 67.

72. DETAILS OF SUBJECTS

ACTIVITY ANALYSIS AND COURSE OF STUDY

See Technical Subjects in Section 67.

SHOP WORK

The present set-up consists of (a) Metal work, (b) Woodwork and Crafts. Each shop is organized on the general shop plan. At least four activities are being conducted in each shop. Metal work includes such activities as forge and vise work, sheet metal, welding, machine shop, farm machinery repair and overhaul. Woodwork and Crafts include drafting, woodwork (both hand and machine processes), building construction, practical electricity, furniture finishing, leather work, pewter, art metal work, and plastics.

HISTORY OF INDUSTRIAL ARTS AND CRAFTS

See History of Vocational Education in Section 67.

GUIDANCE

A course of lectures in educational and vocational guidance.

73. 2. COURSE FOR THE SPECIALIST CERTIFICATE[1]

This course is to provide training for those who contemplate teaching Industrial Arts and Crafts in collegiate institutes.

ADDITIONAL CONDITIONS OF ADMISSION

An applicant shall submit a Permanent[2] Intermediate Industrial Arts and Crafts certificate.

[1]This certificate may be obtained also in summer courses conducted by the Department of Education.

[2]Service personnel may be admitted on an Interim Intermediate Arts and Crafts certificate.

74. PROGRAMME OF STUDIES

The course of training for the Specialist certificate in Industrial Arts and Crafts consists of two parts as follows:

Part I. Activity Analysis, Course of Study and Shop Management
Advanced Shop Work

Part II. Observation and Practice-teaching.

75. EXAMINATIONS AND CERTIFICATES

(1) The final standing of students in attendance in the course for the Ordinary Vocational Certificate or the courses for the Intermediate and Specialist Certificates in Industrial Arts and Crafts shall be determined by the combined results of the sessional records and the records of the final examinations of Part I and by the results of the records of the Observation and Practice-teaching of Part II, of the course concerned.

(2) The sessional records in each course represent oral and written exercises, practical work, research and frequent tests; and at the close of each term there will be a set of examinations.

(3) A candidate shall pass in each of the subjects listed in the Programme of Studies of the course concerned. The pass standard shall be 50% of the marks assigned to each subject of Part I and 60% of the aggregate of the marks assigned to each of the divisions of Part II. A candidate for the Intermediate Industrial Arts and Crafts certificate or the Specialist Industrial Arts and Crafts certificate must pass a performance test before a certificate is issued.[1]

(4) (a) A candidate for the Ordinary Vocational certificate who passes in Part II and fails in not more than one subject of Part I shall be exempted from further attendance.

(b) A candidate for the Intermediate certificate in Industrial Arts and Crafts who passes in Part II and fails in not more than two sections of Shop Work *or* one other subject of Part I shall be exempted from further attendance.

(c) A candidate for the Specialist certificate in Industrial Arts and Crafts who passes in Part II and in Advanced Shop Work of Part I shall be exempted from further attendance.

(d) All other candidates who fail to obtain the necessary final standing shall be required to attend another session, beginning after the Christmas vacation.

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[1]A candidate for the Ordinary Vocational certificate must obtain a minimum of 60% in the Trade test taken during the first week of the session (see Section 68).

(e) A candidate exempted from attendance, as provided in Section 75 (4) (a), (b) or (c), may complete his standing for a certificate by rewriting at an annual examination the examination in the subject in which he failed. Examinations will be held at the close of the session at such centres and under such conditions as are set out in Section 16 (3) (b).

76. GRADES OF CERTIFICATES

(1) An Interim Ordinary Vocational certificate which qualifies the holder to teach a shop subject for two years in a vocational school.

(2) A Permanent Ordinary Vocational certificate.

(3) A Specialist Vocational certificate which qualifies the holder to act as Shop Director in a vocational school.

(4) An Interim Intermediate certificate in Industrial Arts and Crafts, which qualifies the holder to teach shop work for two years in a public, separate, continuation or high school.

(5) A Permanent Intermediate certificate in Industrial Arts and Crafts.

(6) A Specialist certificate in Industrial Arts and Crafts which qualifies the holder to teach shopwork in a collegiate institute.

(7) A Vocational School Principal's certificate. For the requirements for this certificate, consult the regulations of the Department of Education.

77. REFERENCE BOOKS

Allen: The Instructor, the Man and the Job.
Bagley: Classroom Management.
Bagley: The Educative Process.
Baldt: Clothing for Women.
Bennett: History of Manual and Industrial Education.
Bennett: School Efficiency.
Brewer: Education as Guidance.
Cubberley: History of Education.
Eaton: Education and Vocations.
Frykland: Trade and Job Analysis.
James: Talks to Teachers.
Jones: Principles of Guidance.
Kilpatrick: Foundations of Method.
Lapp and Mote: Learning to Earn.
Munroe: A Brief Course on the History of Education.
Quick: Educational Reformers.
Ruediger: Teaching Procedures.
Rusk: Doctrines of the Great Educators.
Sandiford: Educational Psychology.
Sears: Classroom Organization and Control.
Seath: Report on Education for Industrial Purposes.

Selvidge and Frykland: Principles of Trade and Industrial Teaching.
Strayer: A Brief Course in the Teaching Process.
Struck: Creative Teaching.
Thorndyke and Gates: Elementary Principles of Education.
Report of the Royal Commission on Industrial Training and Technical Education.

COURSES FOR DEGREES IN PEDAGOGY

The Ontario College of Education offers courses of instruction for the degrees in Pedagogy during the regular College Sessions and during Summer Sessions.[1]

DEGREE OF BACHELOR OF PEDAGOGY (B.PAED.)

78. The degree of Bachelor of Pedagogy (B.Paed.) will be awarded under the following conditions:

(1) The candidate shall hold an approved degree in Arts, Science, Agriculture, Engineering, or Commerce and a certificate as teacher valid in one of the Provinces of Canada and issued after a regular course in an approved training school or the equivalent of such certificate and course of training.

(2) The candidate shall be in attendance at the Ontario College of Education during two regular College Sessions or three Summer Sessions.

(3) The course shall consist of six units including units 1 and 2 and any four others of units 3 - 14 as follows:

1. *The Development of Modern Educational Systems*
   The movement towards state responsibility for the education of all, and the extension of state-controlled systems of education, with attention to economic, political and social changes, particularly in Great Britain, the United States and Canada during the past two centuries.

2. *The Development of Modern Educational Thought and Practice*
   The theory and practice of outstanding educators during the past two centuries, related to changing concepts of society, and the influence of these educators on ordinary classroom practice in Great Britain, the United States and Canada.

3. *Educational Psychology*
   An introductory course in general educational psychology.

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[1]See Section 7 (4) for information regarding a Fellowship in Education.

4. *School Law and Administration of Education in Ontario.*

5. *Supervision*

   Functions and duties of supervisors and principals as related to the administration of the elementary and secondary school and improvement of instruction; specific administrative and supervisory techniques.

6. *Principles and Practices in School Administration*

   The administration of education in England, the United States, Canada, Australia, New Zealand and South Africa. Relevant information regarding other countries may be included.

   The course will include a consideration of such topics as centralization *vs.* decentralization, school legislation, division of duties between central and local authorities, educational finance, supervision, etc. Comparisons between systems in different countries will be stressed throughout the course.

7. *Measurement in Education*

   An evaluation of various types of objective and essay-type examinations. The preparation and use of new-type tests. Standardized tests. The measurement of general and specific aptitudes, personality traits, and school achievement. Interpretation of test results.

8. *Educational and Vocational Guidance*

   Basic principles and current practices in educational and vocational guidance, with a discussion of diagnosis, counselling, and the place of group work, in a student personnel programme.

9. *Instructional Techniques and Practices*

   The development of theories of learning from Pestalozzi to modern times, and the influence of these theories on curricula and methods. A study of such general methods as the Dalton Laboratory Plan and the Enterprise Method, as well as an evaluation of various methods of teaching the subjects of the elementary and the secondary school curriculum.

10. *Educational Statistics and Experimental Methods*

    An introductory course in elementary statistics. Design of experiments, including the logic of generalizing from a sample to the population and methods of planning investigations.

11. *Modern Philosophies of Education*

Critical survey of modern philosophies and the conflict of essentialist and progressivist schools of thought.
The nature of society and the aims of education in different types of society—especially in a democracy.
Various educational agencies; the peculiar place of the school; an evaluation of the school and a noting of new ventures designed to take care of the inadequacies of the school.

12. *Intelligence and its Measurement*

The nature, growth and distribution of intelligence. The preparation, administration and interpretation of group and individual mental tests.

13. *Mental Hygiene and Child Study*

The factors involved in child development (pre-school period, early school years, intermediate years, adolescence) and the difficulties and problems of each period. The preventive and remedial phases of mental hygiene.

14. *Diagnosis and Remedial Instruction*

Study of pupil difficulties and techniques of preventive and remedial teaching, with special emphasis on practices suitable for typical classrooms; use of diagnostic tests, observations and examinations and interpretation of the results.

Not more than four of these units shall be taken during a regular College Session and not more than two during a Summer Session. Courses for full-time students only will be offered in the regular Session. Not all units will be given in any one Session. Certain of the units will be offered only in alternate Sessions.

The candidate who holds (*a*) an Ontario Inspector's Certificate, or (*b*) an Ontario Vocational School Principal's Certificate, or (*c*) an Ontario Specialist or Intermediate Guidance Certificate, or who has completed attendance in any subject of the former Pedagogy courses, may be exempted from attendance in two units but shall take the written examination in these units.

For two of the above units the candidate, with the special previous consent of the Committee in charge of the courses, may substitute an approved course in another department of the University, of a standard not lower than that of a minor in a course leading to the degree of Doctor of Philosophy.

(4) The examinations, one paper per unit, shall be held in April and May at the University of Toronto or in other localities in the Province chosen by the candidate and approved by the Senate and under

a presiding examiner appointed by the Senate, provided the candidate thereat defray the cost of the local examination. The candidate shall send notice not later than the 15th day of March of his intention to take the examinations and of the locality he has chosen for such examinations.

(5) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Degree	10.00

All fees shall be paid to the University of Toronto with the application for registration or examination, as the case may be.

(6) The standard for a Pass degree shall be 60 per cent. of the marks assigned to each unit. The candidate who obtains 60 per cent. of the marks of each unit and 75 per cent. of the aggregate of marks shall be awarded a degree with Honours. On the report of the instructors concerned a maximum of 40 per cent. of the marks in any unit may be assigned to the term work of the candidate.

(7) The candidate who has completed one or more subjects not later than May, 1946, will be given credit for two units per subject, these units to be approved by the examiners in the subjects concerned.

DEGREE OF DOCTOR OF PEDAGOGY (D.PAED.)

79. The degree of Doctor of Pedagogy (D.Paed.) will be awarded by the School of Graduate Studies under the following conditions:

(1) The candidate who completed not later than May, 1936, the course for the degree of Bachelor of Pedagogy is eligible for admission to the course for the degree of Doctor of Pedagogy. If the candidate for admission to the course for the degree of Doctor of Pedagogy has completed the course for the degree of Bachelor of Pedagogy in 1937 or later, he must pass a qualifying examination, to be held annually in February.[1] Details of this examination may be obtained on application to the Secretary of the Ontario College of Education.

(2) The candidate, after admission to the course, shall be in attendance at the Ontario College of Education during one regular College Session or one Summer Session.

(3) The course shall consist of two units as defined herein and a thesis as defined in (5) below.

[1]Under special circumstances and at the discretion of the Pedagogy Committee, other arrangements regarding the qualifying examination may be made for a student in full-time attendance who has credit for at least four units.

A candidate admitted to the course for the degree of Doctor of Pedagogy shall take from the sixteen units listed in Sections 78 (3) and 79 (3) any two units not included in his course for the B. Paed. degree.

15. *Advanced Statistics and Measurement*

A study of recent developments in statistics and measurement, with emphasis on the mathematical assumptions and derivations underlying the theory; will include multiple regression, analysis of variance and covariance, sampling theory, and applications of statistical methods to the development of measuring instruments.

16. *Research in Education*

Nature of scientific thinking. Finding and defining the research problem. Advantages, disadvantages, limitations and theoretical aspects of various methods of doing research in education. Location, evaluation, analysis and presentation of data. The research report.

(4) The examinations shall be held at such times and under such conditions as to date of application, place of examination, percentages, term work, etc., as obtain with the Bachelor's degree.

(5) The candidate, after passing the prescribed examinations, shall also submit on or before February 1st a thesis on an educational topic which has been selected with the approval of the Ontario College of Education. The thesis must show scholarly treatment and literary excellence. After the examiners have reported in favour of the candidate's examinations and thesis, and before the degree of D.Paed. is conferred, the candidate shall furnish the Secretary of the School of Graduate Studies with four copies of the thesis, and shall make arrangements to publish the thesis or an approved abstract thereof. If the candidate publishes only an abstract of his thesis, he shall furnish the Secretary of the School of Graduate Studies with twenty-five copies of the abstract.

(6) Fees:

Registration	$ 5.00
Tuition, Summer Session	50.00
Tuition, Regular College Session, including examination and library fees	75.00
Examination, per unit	3.00
Examination of thesis	10.00
Degree	25.00

All fees shall be paid to the University of Toronto with the application for registration or examination as the case may be.

DEGREES OF DOCTOR OF PHILOSOPHY (PH.D.) AND MASTER OF ARTS (M.A.)

For information about the courses for these degrees, candidates should consult the calendar of the School of Graduate Studies.

The University of Toronto issues the following official calendars and curricula, any one of which may be had on application to the Registrar of the University or to the Secretary of the Faculty respecting which information is sought:

CALENDARS

Admission Requirements and Scholarships

Faculty of Arts

Faculty of Medicine

Faculty of Applied Science and Engineering

Faculty of Household Science

Ontario College of Education

Library School

Faculty of Forestry

Faculty of Music

School of Graduate Studies

Faculty of Dentistry

School of Law

School of Architecture

School of Physical and Health Education

School of Social Work

School of Nursing

School of Hygiene

Institute of Child Study

CURRICULA

University Extension—

Teachers' Classes, Summer Session, Occupational Therapy, Physical Therapy, Business, Institutional Management.

Dark 12/12/52

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